



Welcome to Easts Hockey TigerTurf
www.eastshockey.org.au



USER MANUAL

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Eastern Suburbs Hockey Club Inc – East's TigerTurf

Street Address: 401 Stanley Road, Carina, Qld 4152

Postal Address: P.O Box 114 Carina Qld 4152

Phone: (07) 3245 4381

Facility Supervisor Email: adrianpembroke@bigpond.com

ESHC Inc TigerTurf Email: (bookings): lpembroke@bigpond.com

An East's Hockey TigerTurf team member (Supervisor) will be on duty whenever the East's Hockey TigerTurf team is open. Any problems should be reported to the staff member on duty. The East's Hockey TigerTurf team member can be identified by recognisable uniform with the logo on the front. Please report any problems immediately to the East's Hockey Tiger Turf team member on duty.

1. Users Group

This group is made up of a team of elected representatives from ESHC Inc that meets regularly through the year. The role of the group is to develop and monitor the use of the facility, attend to routine management and maintenance issues of the facility. Contact can be made to the Users Group via contact to the above email or contact details above.

2. Care of Surface

The following items are prohibited on the turf:

1. Cigarettes, cigars and pipes
2. Chewing gum or lollie s
3. All foodstuffs
4. All drinks other than water/sports drinks
5. Drinking glasses and cans
6. High heeled or Stiletto shoes

The surface must be cleaned of all foreign material after each use. Spitting on the surface is not permitted. All balls, domes etc. shall be clean of all foreign matter before being used on the artificial surface.

Goalkeepers are not permitted to mark the artificial surface in any way as may be marked on natural grass surfaces.

Hard protective guards for knees and elbows are not permitted.

Footwear:

All footwear must be cleaned of exterior rubbish (stones, dirt, mud, grass etc.) before entry to the surface. Players or officials on the artificial surface are not permitted to wear footwear with leather or metal sprigs, screw-in plastic sprigs or moulded rubber/plastic sprigs of less than 15 per boot. Goalkeepers may wear boots with moulded rubber sprigs or moulded plastic sprigs provided they are trimmed down to protrude no more than 7mm from the sole and are ground to a smooth dome so that no sharp edges damage the turf. No other type of sprig is permissible. All toe caps are to be taped.

Suitable / Acceptable Footwear

Rubber soled multi sport or cleated shoes or boots

EASTS HOCKEY TIGER TURF USER MANUAL Moulded rubber sprigs, provided there is a minimum of fifteen (15) sprigs per shoe. Sprigs must not protrude more than 7mm from the sole and must have a smooth dome shape without any sharp edges OR Runners, tennis shoes, basketball boots, and gym boots.

Prohibited Footwear

Hard plastic soled shoes or boots with either cleats or sprigs

Boots / Shoes with leather or metal screw in sprigs

Sharp objects such as buckles must be covered.

3. First Aid

The first aid room is available for the use of all East's Hockey TigerTurf hirers; however the hirer is responsible for the provision of a qualified first aid attendant.

In an emergency situation contact the East's Hockey TigerTurf team member on duty.

Any individual that sustains a bleeding injury shall move or be removed from the turf as soon as possible. Any blood stains on the turf must be reported to East's Hockey TigerTurf team to allow cleaning. Playing or training persons shall not take the field with bleeding wounds or wounds that are not adequately covered. Severely (fresh) blood contaminated clothing is not to be worn on the turfs.

4. Change Rooms

Four change rooms are available in the main grandstand. The change rooms will be made available prior to the commencement of each game/training session. Please ensure these change rooms are left clean and tidy after use.

5. Dugouts

Entry restrictions apply to the dugouts. Except as advised by any official technical officers, only Players Coaches, Managers and Medical staff may enter.

Arriving teams cannot enter the dugouts until the departing teams have left.

As a safety requirement, all persons must remain in the confines of the dugout area during the game. As Teams leave the dugout area, they are requested to ensure that the dug out is left in a clean and tidy condition.

6. Technical Benches

The technical benches will not be made available unless officials/persons responsible for the bench from the hiring organisation accept responsibility for that person. If there is no official present the timing of the game will be the responsibility of the use by hirer.

7. Grandstand/Fences

Jumping over the fence is not permitted.

Persons playing or training must enter and leave the field at official entry points only.

Gates to fields are opened prior to start time of the first game of the day. There is to be no admittance to the fields prior to the opening by the East's Hockey Tiger Turf team member.

8. Training

The use of Main Circles and Nets is not permitted unless a full-field training game is being played.

NO TRAINING to be undertaken in the main circles or nets. Duty Supervisors are authorised to 'police' this rule.

The eastern and western side goal nets only are to be utilised for training drills.

Hitting of balls against block wall/wire fence surrounds of the field is not permitted.

Exiting and returning to the field to retrieve any balls hit out of the field is through official entry points only. Jumping over the fence is not permitted.

Users are not permitted on to the playing surface until the scheduled start time. Training sessions must be completed no later than 5 minutes prior to the end of the booked time, to allow the next users to begin at the start of that users booked time. The Duty Supervisor will sound a siren at the 5 minute mark.

All training sessions must be booked through East's Hockey TigerTurf

9. Cancellation

Cancellations must be in writing and forwarded to lpembroke@bigpond.com Cancellations will be charged as follows:

At least 72 hours notice given prior to booking date NO CHARGE

At Least 48 hours notice given prior to booking date 25 %

Less than 48 hours but more than 24 hours notice given prior to booking date 50%

Less than 24 hours notice given prior to booking date 75%

10. Entry Gate Guidelines

No entry gate will be charged for standard fixture games. East's Hockey TigerTurf reserves the right to charge a gate for major events. Access into the East's Hockey TigerTurf shall only be via the designated entry gate(s).

11. Lighting

Twenty minutes after the last game/training session is completed the field lights will be turned off, with only courtyard, security and car park lighting remaining.

Players must be off the training fields and out of the dug out areas before the field lights are turned off

12. Watering of Fields and Windy Days

If a team is dissatisfied with the moisture of the turf, contact the East's Hockey TigerTurf team member on duty. The East's Hockey TigerTurf Supervisor is responsible for the watering of the fields. Authorised personnel only are permitted to water the fields.

Spectators may get wet from the water spray used on the fields before, during and after the game.

On windy days an announcement over the PA may be used to warn spectators of field watering.

13. Lost Property

All lost property will be held in the East's Hockey TigerTurf canteen area. Property left for more than 30 days will be either destroyed or forwarded to an appropriate charity.

14. PA System

A PA system is available if required by the hirer. Prior arrangements for the use of the PA system should be made at the time of booking with the East's Hockey TigerTurf.

15. Fixtures

All enquiries about BHA and BWA games/fixtures should be directed to the relevant association.

BHA - (07) 3899 4399

BWA - (07) 3357 9560

Priority is given to ESHC, BHA and BWA games/fixtures and training; however time slots are also available for independent hirers. Enquiries regarding bookings should be directed to East's Hockey TigerTurf. The Booking Sheet is available for downloading from the Eastern Suburbs Hockey Web Site – www.eastshockey.org.au and also as an attachment at the end of this manual.

16. Wet Weather Procedures

The East's Hockey TigerTurf Supervisors are responsible for cancelling games and/or training should the surface/s become unplayable. The Technical Officials are responsible for cancelling games if the fields remain playable, but the weather is not conducive to continuation of that game. The ESHC Duty Supervisors will update the wet weather information phone number (1900 962 018) as the inclement weather and conditions change.

17. Smoking at the East's Hockey TigerTurf

No smoking rules at the East's Hockey TigerTurf Complex apply as per Government regulations. Although the East's Hockey TigerTurf Centre is not considered to be a major stadium by the authorities, no smoking is permitted other than in the designated areas.

Smoking is **not** permitted in the viewing deck area.

18. POLICY ON HEAT EXHAUSTION

Hockey Queensland has compiled this set of guidelines and checklist with the support and advice from Sports Medicine Australia, (South Australia and Queensland Branches) and OAMPS Insurers. The document is to assist our affiliates, their clubs, coaches and officials and other individuals when considering their duty of care responsibilities.

The guidelines are not binding on Hockey Queensland, however they are highly recommended. All parties must act responsibly with all due care and common sense predominant in making and considering the cancellation or modification of hockey fixtures and/or training. Cancellation of events or withdrawal from participation may be appropriate even in circumstances falling outside these guidelines. When considering cancelling or postponing a specific hockey event, there are many factors that need to be considered. This guideline is not intended to address all those factors.

Please refer to the Hockey Queensland Risk Management Policy available from all Queensland affiliates and the Hockey Queensland website.

USEFUL CONTACT NUMBERS

Ambulance – non urgent 24 hours 13 12 33

Police – 24 hours 3364 6464

Hospitals – Mater 3840 8111

Princess Alexandra 3240 2111

Dentist – after hours emergency 3862 1946

Other emergency and useful contact numbers are located on the entrance doors to the E East's Hockey TigerTurf office, the notice board outside the toilets, the tech benches, and the duty supervisors have a copy.



EASTS HOCKEY TigerTurf BOOKING SHEET

Today's Date		Current Time	
Name of the person making the booking			
This form is to be completed by the person with the authority to do so			
Organisation Name			
Contact name for the day of hire			
Mobile number		Daytime number	
Email address			

INVOICE TO BE SENT TO: (Must be completed before the booking will be accepted) Invoices will be issued according below. To the details No changes will be made once the invoice has been processed.

	Name(s):	Phone Numbers	
Organisation(s):		Work:	
Postal Address:		Home:	
		Mobile:	
		Fax:	
Email Address			

REQUIREMENTS

Artificial Surface Bookings

Date Required	Start		Ending		Full Field		Game
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Time Required	Start		Ending		Half Field		Training
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Grass Field Bookings

Date Required	Start		Ending		Full Field		Game
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Time Required	Start		Ending		Half Field		Training
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LIGHTS MAY BE REQUIRED FROM 5PM FROM APRIL TO OCTOBER AND FROM 6PM NOVEMBER TO MARCH

COMMENTS – also use this section for booking requirements not available above

PLEASE RETURN THIS FORM TO EASTS HOCKEY EITHER

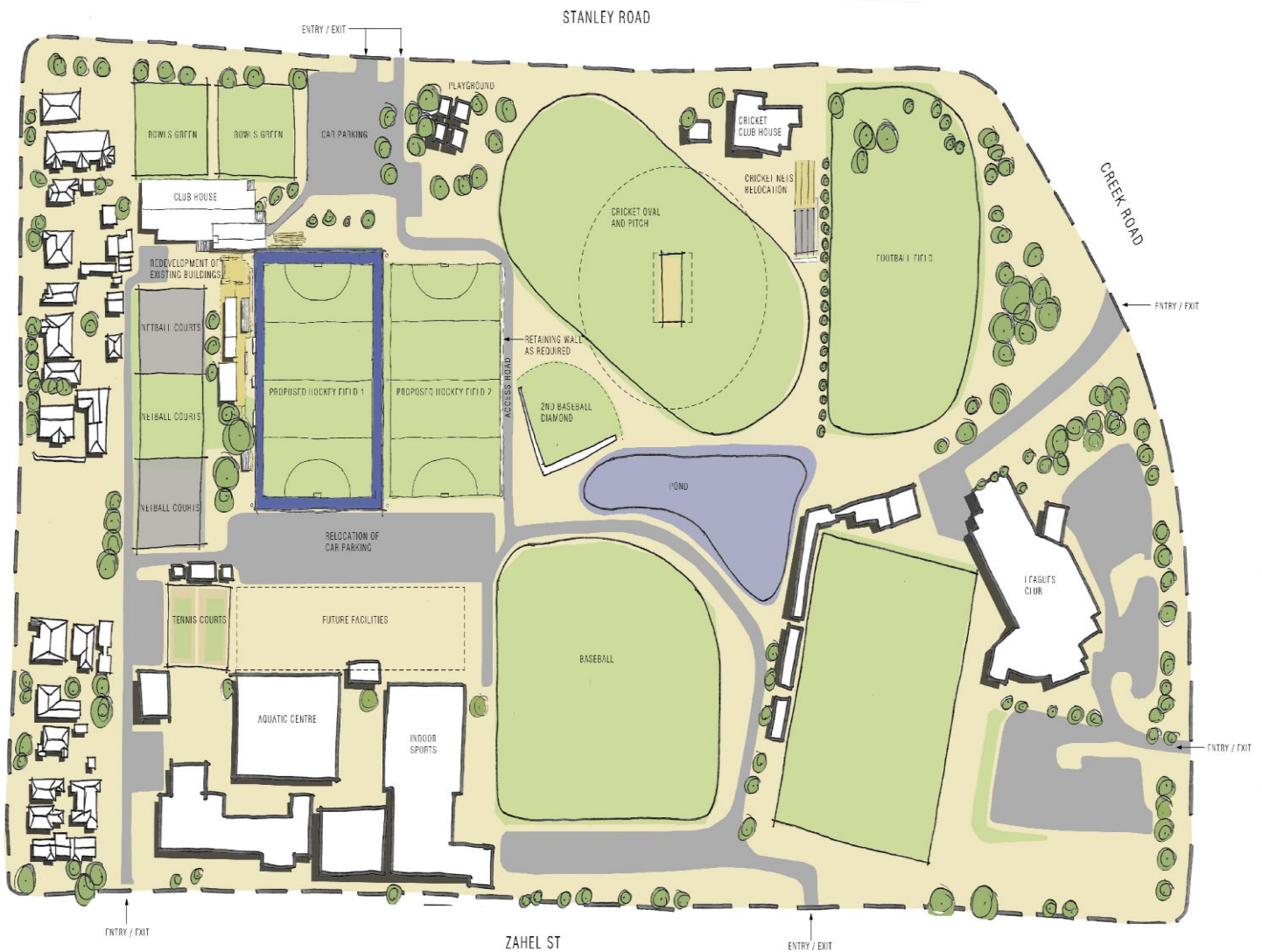
FAX to (07)3823 3524 or EMAIL lpembroke@bigpond.com

Bookings are to be made at least 72 hours in advance to assist with staffing and preparation. Cancellations less than 48 hours of the booking will incur a charge.

OFFICE USE ONLY

Rate \$	Cost \$	Confirmation sent	Yes/No	Other
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CLEM JONES CENTRE SITE LAYOUT



CLEM JONES CENTRE: EASTS HOCKEY PROPOSAL

PROPOSED SITE PLAN ARCHITECTURAL PRACTICE ACADEMY

SCALE 1:750



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