**Match Day Supervisor (One Person)**

**Match Day Supervisor**

This person is empowered to ensure all regulations, rules, policies and safety issues are adhered to.

The Match Day Supervisor must be minimum 18 years old.

On the microphone Welcome the teams and advise the game will start 5min. prior to kick off.

On the microphone advise the start, half time and full time for games that do not have a Match Official.

Ensure the ground inspection report is filled out.

The Match Day Supervisor is to check the following for the start of the day, or match, as applicable

and complete the FNSW Ground Check Form: -

(i) Ensure the ground is fit for play;

(ii) Check for dangerous objects such as syringes, glass and other objects;

(iii) Ensure field is marked and flagged as per the rules;

(iv) Ensure match balls are the correct size and suitably inflated.

The Match Day Supervisor is to introduce themselves and identify the Jacketed Officials, to the Match Official(s) prior to the match.

The Match Day Supervisor duties also include:

(i) Ensure the referee and/or assistants are present and supervise the appointment of Club Volunteers if not present as per these Regulations;

(ii) Ensure referee payments are made as per these Regulations;

(iii) Ensure Team Sheets are available and that they are completed correctly both by teams’ management;

(iv) Ensure the Jacketed Officials are aware of their duties and perform same;

(v) Advise how a person may report any protests, rule violations, incidents. injuries etc. as per these Regulations.

**Jacketed Officials/Match Marshall (Two People)**

Match Marshalls must print their name and sign the Team Sheet, indicating they were in attendance for the game.

(a) Be 18 years of age or older;

(b) Wear clothing that readily identifies them as a Jacketed Official;

(c) Patrol all fields (or courts) used throughout the relevant match(s) and ensure they are located in positions where they are clearly visible to Participants and which are appropriate for monitoring on-field and off-field incidents and Spectator behaviour;

(d) Make themselves clearly visible to the Match Officials prior to the commencement of a Match and ensure their names are displayed on the applicable Team Sheet;

(e) Oversee an ID check - Junior Competition Matches;

(f) Accompany Match Officials on and off the field of play (or court) if required or appropriate to do so; prior to the start of the match, half-time and at full time.

(g) Ensure that, at all times, Spectators comply with the FFA Spectator Code of Behaviour (Code of Behaviour). If Spectators are behaving contrary to the Code of Behaviour, a Jacketed Official must, if it is safe to do so, remind those Spectators of their obligations under the Code of Behaviour and issue any reasonable directions to those Spectators, including a direction to leave the venue. If those Spectators fail to comply with the Jacket Official’s reasonable directions, they should contact the Home Club representative or Match Day Supervisor for further assistance. If required the Home Club official representative or Match Day Supervisor is to contact the police or relevant emergency services for support.

(h) NOT be involved in other duties while acting as a Jacketed Official (not refereeing, coaching, managing, canteen duties etc);

(i) Abide by the FSC Codes of Conduct;

(j) Not engage in any physical altercations;

(k) Not consume alcohol or smoke while acting as a Jacketed Official;

(l) within 48 hours of a Match, provide a written report to FSC setting out any inappropriate Spectator behaviour, including any failure by a Spectator to comply with a Jacketed Official’s reasonable direction and/or any failure by opposition Jacketed Officials to provide assistance in controlling opposition Spectators;

(m) submit reports via the FSC Incident Witness Report Form ; and

(n) conduct themselves in a manner that enhances, rather than injures, the reputation and goodwill of FSC and football generally.

Clubs, Teams and Jacketed Officials that fail to comply with these Roles and Responsibilities may be fined by FSC or dealt with in accordance with the FSC Disciplinary and Disputes Regulations.

**Canteen Duties (Two People)**

Canteen will be located next to the shipping container between Ground 1 and Ground 2.

You are responsible for drinks, lollies and chips.

**Canteen**

1. Clean your hands using the hand sanitiser at the beginning of your shift and any other appropriate time eg; after touching your face. Gloves and masks will be available to any parent helper in the canteen, should they wish to use them.
2. Wipe down and clean the area at the end of each shift
3. Provide a handover to the next person with quantities of what is selling well during your shift.
4. Last shift to ensure everything is cleaned up and take the cash in the black container to the Nethercott’s house.

Note:- Instructions are provided in the canteen for the eftpos machine.

**Set Up & Pack Up Duties (Min. Four People)**

Responsible for setup and pack up of the ground.

**Setup**

1. Setup goals, side and corner markings. There is a picture with dimensions in the container if required.
2. Setup control desk and clipboards. This is to be located outside the shipping container.
3. Place bins out.

**Pack up**

1. Pack the goals side and corner markings away neatly. Lock the container.
2. Bring in Bins
3. Place all the canteen items in the shed.

This should be completed by the Canteen duty.

1. Place control desk and team sheets in the container.
2. Ensure all rubbish has been collected from the ground.
3. Lock the Container.

**How to perform a ID Card Check**

o Check player name and FFA number with ID Card with team sheet

o Ensure player shirt number (Competition teams) is correct with team sheet

o Check photo with ID Card (No Card, No photo, No play)

o Abide by jewellery FIFA Policy

▪ All items of jewellery (necklaces, rings, bracelets, earrings, leather, rubber bands, nose/lip piercings etc) are strictly prohibited and must be removed

▪ Using tape to cover jewellery is not acceptable

▪ Bobby pins are now acceptable

o Borrowing of players

▪ If a Club has two or more teams in the same division, then neither team can borrow players from each other.

▪ No player can play up in any division more than two years above the lowest age group to which he/she is entitled to register. For example,

a player who could play U12 and is registered U13 cannot be borrowed for an U15 match.

▪ Players for mixed and boy’s Competition are only to be borrowed from:

• (i) within the age group, from a lower division;

• (ii) a one year lower age group of the same division or lower;

• (iii) a two-year lower age group from any division;

• (iv) for the purpose of substitute players for mixed teams, female players borrowed from female

• teams are graded as the lowest division.

▪ For girl’s only Competitions, female players only to be borrowed from:

• (i) within the age group, from a lower division;

• (ii) a mixed team in the age group, from the same division or lower;

• (iii) a one year lower age group of the same division or lower;

• (iv) a two-year lower age group from any division.

• The interpretation of this Article 4.5.4 applies to girls registered in either mixed or girls teams.

▪ (e.g. U12 girl div 2 team cannot use U12 1st or U12G 1st)

o Wearing of spectacles

▪ A player cannot wear glasses or spectacles if in the opinion of the referee, the glasses are dangerous to himself or another. Metal frames would fit in this category.

▪ Players are permitted to wear sports goggles, sports glasses or sports sunglasses as long as, in the opinion of the referee, they pose no danger to the player or other players.

o Wearing correct player uniform (socks/skins)

▪ In Junior Competition, no team or goal keeper will be permitted to wear a predominantly black shirt.

▪ In FSC Under 18 competitions, the colour of any such visible equipment items worn under the playing equipment must comply with the FIFA Laws of the Game.

▪ In all other competitions, the colour of any such visible equipment items worn under the playing equipment must be either:

• (a) of the same group of a basic colour as the corresponding part (e.g. sleeves or legs) of a playing equipment item, or

• (b) black; or

• (c) white.

• A team where players are using the equipment items in this Article must all wear the same colour.

o Clash of playing strip (JC to discuss)

▪ Where colours clash, in the opinion of the match official, the Away Club must change. In Junior Competition if the Away Club does not

have an alternate strip then the Home Club will either provide the strip or bibs.