

## Susan Street Closing Procedure

1. Team managers to roster two people to assist with pack up
2. Clean umpire rooms, place cordial and water back into canteen
3. Remove goal post covers, place in umpire rooms
4. Place NFL sign into umpire rooms
5. Remove rope from coach boxes and place the rope in disabled toilets
6. Place stretcher into disabled toilets
7. Place small table from in front of canteen into club rooms
8. Clean up rubbish from around the ground and in front of clubrooms
9. Clean change rooms as required
10. Place score board and siren into disabled toilets
11. Place score board table into club rooms
12. Clean toilets and empty bins
13. Empty all bins in clubrooms
14. Place wheelie bins next to bowling club
15. Canteen to be clean and dishes to be washed and put away
16. Lock all doors
17. Lock gate for access to ground for Ambulance