



HERTFORD TOWN YOUTH FOOTBALL CLUB

COUNTY HALL POLICY

1. The designated Team Manager or Team Administrator will be allocated a match day pitch and kick off time by the Junior Pitch Co-Ordination Manager who can be contacted at juniorpitch@hertfordtownyouthfc.co.uk Teams must use the pitch and kick off time allocated unless authorisation to change has been agreed with the Junior Pitch Co-Ordination Manager.
2. Managers should inspect pitches before kick-off or training sessions and ensure they are clear of rubbish, cans, bottles or animal mess.
3. Teams who are the first kick off of the day are responsible for ensuring that goals are set-up (and securely pinned to the ground) using the equipment provided and setting up corner posts and flags and Respect Lines before the scheduled kick off time. Teams who are the last kick off of the day are responsible for returning the goals and corner posts / flags / Respect Lines to back to the storage and locking the storage facility.
4. Managers should ensure that goals, posts and other equipment is removed and replaced back in the storage facility neatly for the next teams who require it.
5. Teams should ensure that a Respect Line is in place (minimum 3 feet from touchline) using either the stakes and ropes provided in the storage or alternatively cones.
6. Managers should ensure a Match Delegate is appointed at every match whose duties will be in accordance with FA and league competition rules.
7. Teams should take responsibility for their own litter. Each team should inspect the pitch and immediate area after their match has finished and remove any litter. Bin bags are available in the clubhouse.
8. Managers should ensure that parents, opposition and any other spectators are aware that no dogs are allowed on site.
9. Managers should advise parents, opposition and other spectators to ensure that no one rides bicycles, scooters, go-karts or segways on the playing fields.
10. The Team Manager or Team Administrator must ensure that all parents or spectators both home team and opposition teams, park in the correct areas in the main car park or car park adjacent to the tennis courts. Car parking alongside the field opposite Leahoe building, next to the Leahoe Building and by the garages is reserved for coaches (home and away teams).

11. Under no circumstances must cars be parked (or players dropped off) along the main access road onto site. No cars must park in the disabled bay areas except blue badge holders. The car parking map for the site is on display in the clubhouse.
12. The Team Manager must inform all parents and visiting spectators that there is a maximum speed limit of 10mph on site.
13. For mid week training or fixtures, Managers should ensure no one is on site before 7pm. County Hall is available only on Tuesday, Thursday and Friday evenings mid-week.
14. Any HTYFC team found to be in repeated breach of this policy will be allocated a pitch at an alternative site or requested to reverse their fixture.

Last updated July 2017

HTYFC Executive Committee