

Thank you for supporting our Community Programme at Marine Academy and being a valued user of our new 3G Football Facility. To safeguard the facility and the surroundings and ensure its longevity for everyone's benefit the following user guidelines are in place. Please as group leader ensure the below is adhered to and alert your group members to the points listed.

- **Footwear** ; Correct footwear to be worn (visual supplied) – **Moulded Football boots**. Players with incorrect or dirty footwear will not be permitted onto the playing surface. Coaches and officials who play an active role in the session on the playing areas will also need the correct footwear. Ensure boots are clean to avoid contamination of the fibres.
- **Equipment** : Group leaders / adults are responsible for the goals and must ensure they are moved correctly and used in the appropriate manner to not cause damage to the goals or nets. Incorrect usage occurring in damage will be charged to the group leader. Children under 16 years old are not permitted to move the goals as a safety and safeguarding policy. Before your first session a member of the MAP community team will demonstrate the goals mechanisms and advise accordingly. Please report any damages to equipment or surroundings that occur in your session or that you notice before or after. Staff will conduct regular safety and maintenance checks.
- **Spectators** ; Spectators for training or matches must remain in the allotted spectator area and are not permitted onto the playing area.
- **Session times**; With planning constraints the lights automatically turn off at 9pm. To ensure all groups get their allotted time of a minimum of 55 mins then access to the 3G is at 4.45pm for the 5-6pm session and the groups must be off the playing areas by 6pm and on the hour respectively for the next group. There is a clock on the school building overlooking the 3G which is the timings all groups must adhere to. Please be respectful of fellow user groups and ensure your sessions are well managed and smooth transitions to the next sessions. Please alert a member of staff if you do encounter persistent infringements of this from groups. The spectator areas can be utilised for after session de-briefings if needed.
- **Maintenance** ; The playing areas will be maintained 3 times per week with regards to brushing etc to maintain a safe and consistent surface. Please be mindful that overuse in one area e.g. ; keepers training ,penalty/free practice for a long period can result in damage and displacement of the infill resulting in inconsistencies in the surface and undulations. Rotation of working areas in a session will assist with maintaining quality of the surface. If you notice any areas like this please alert a member of staff so this can be rectified at the next maintenance check.
- **Environment** ; Please use the bins provided or take rubbish with you and ensure there are no spillages on the playing surface. Players are requested to have their hydration off the pitches to reduce the risk of contamination of the fibres. Group leaders to ensure all rubbish is removed from the playing areas and from their respective spectator areas before they leave the premises. Please be mindful of our neighbours when entering and leaving the site keeping noise to a minimum when departing. Inappropriate language will not be tolerated during sessions and there is a strict no smoking or vaping policy on the school site and dogs are not permitted.
- **Amenities** ; Toilets ,showers and waiting area are located in the Sports Complex in addition to first aid and a defibrillator.

- **Safeguarding** ; Each group leader will have a register of attendees in the event of fire or evacuation purposes. With the set-up of your on-line user account which you will be invoiced from will be your declaration that the necessary group insurance, DBS certified coaches (where applicable) and keeping children safe documentation (where applicable) is up- to date and compliant.
- **Cancellation of session** ; For groups with long term lettings then all sessions will be invoiced for during this period with no refunds for missed sessions unless the facility is closed for any reason (e.g. :adverse weather)
For groups hiring as a casual or one off booking then any bookings cancelled less than 24 hours before the letting will be charged.

Darren Stewart; Marine Academy Plymouth Sports Manager

Darren.stewart@marineacademy.org.uk 01752 213951