

# Jandakot Jets Senior Football Club

## Doc. # JET-W-001

### Team Manager Match-Day Checklist

#### REQUIRED FOR MATCH

1. Team Sheet
  - a. Goto <http://www.wafootball.com.au/wafl/sportingpulse-links>
  - b. Click on Senior Football Results and Team Sheets & Login.
  - c. Goto Match List (menu top right), click on Show Matches and select the appropriate game.
  - d. Click on Team Selection. You can load the previous weeks team by selecting the link.
  - e. Move players onto the Team Sheet by selecting them on the left and clicking on the Add >
  - f. Save List when you are done. Then select Match Menu from the top right.
  - g. Under Reports, select Team Sheet and print it out 3 times.
2. Please ensure you have all items on the Pre-Game Checklist.

#### BENCH & GAME ASSISTANTS

1. Coach & Team Manager (Compulsory)
2. UMPIRES: Goal & Boundary
3. Runner
4. Waterboy
5. Trainer

#### BEFORE GAME

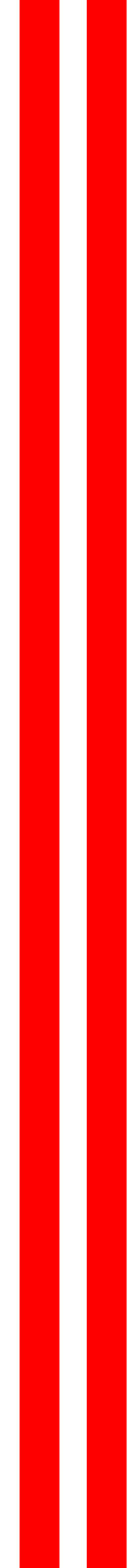
1. If HOME GAME please ensure the following pre-game instructions are followed.
  - a. If 1<sup>st</sup> Game – Ensure JLT Checklist is completed.
  - b. Check with the umpires if boundary umpires are required. Source if required.
  - c. Source a Goal Umpire if required. Ensure they have a scorecard and working pen.
  - d. Ensure the goal post pads have been attached to the goal posts.
2. Ensure the jumper numbers and other details have been filled out on the team sheet.
3. Ensure umpires have Team Sheet; write late players on the sheet if appropriate.
4. Ensure the opposition side has a copy of the Team Sheet; write late players on the sheet if appropriate.
5. Give the Coach and two other parties voting slips for the Jets B&F Award.

#### DURING GAME

1. If HOME GAME please;
  - a. Ensure the siren is rung to start the quarters and end the quarters. These should also be timed to ensure they run the correct length (25 minutes League/Reserves & 20 minutes Colts).
  - b. Ensure the scoreboard is attended, visible (from the field) and accurate.
2. Ensure a water boy offers the umpires a drink at  $\frac{1}{4}$ ,  $\frac{1}{2}$  &  $\frac{3}{4}$  time.

#### AFTER GAME

1. If HOME GAME please ensure the following post-game steps are followed.
2. Ensure umpires have Team Sheet; write late players on the sheet if appropriate.
3. Retrieve the Voting Slips from the Coach and two other parties and seal in provided envelope and return to President or other.
4. Either provide the 3<sup>rd</sup> Team Sheet to the President (or other), with participants & goal kickers indicated or Email Participants list and goal kickers to [contact@jandakotjetsfc.com](mailto:contact@jandakotjetsfc.com)
5. Collect jumpers and assign someone to wash and return.



# Jandakot Jets



## Pre-Game Checklists (Side A)

Date & Round:

Location:

	Jumpers (Insert Number)	
	Water Bottles (Insert Number)	
2	Footballs	
4	Interchange Jackets	
1	25 Lt Drinks Container	
1	Medical Kit (Ensure Correctly Stocked – Trainer)	
1 Set	Goal Flags	
1	Goal Umpire Jacket	
1	Umpires Whistle	
1	Runners Shirt	
2	Water Boy Shirts	
3	Team Sheets	
1	WAAFL Umpire Voting Slip	
1	WAAFL Goal Umpire Scorecard	
3	Jandakot Jets Votes Slips & Envelope	

Signed & Print Name:

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**PLEASE ENSURE THIS FORM IS GIVEN BACK TO THE CLUB**



## Post-Game Checklists (Side B)

	Jumpers (Insert Number)	
	Water Bottles (Insert Number)	
2	Footballs	
4	Interchange Jackets	
1	25 Lt Drinks Container	
1	Medical Kit	
1 Set	Goal Flags	
1	Goal Umpire Jacket	
1	Umpires Whistle	
1	Runners Shirt	
2	Water Boy Shirts	
1	Team Sheet with Final Players & Goal Kickers – Given to Club	
3	Jandakot Jets Votes Slips Completed – Given to Club	

Field Umpire Paid – Signature Confirmation:

Boundary Umpire Paid (If Applicable) – Signature Confirmation:

Goal Umpire Paid (If Applicable) – Signature Confirmation:

Signed & Print Name:

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