



ST HUGH'S– USER GUIDE (09/05/2020)

Continued access to St Hugh's is wholly dependent upon us maintaining the good relationships built up between the Club and School over many years. All managers and coaches can play their part in this by:

- Ensuring the security of the school is maintained and applying school rules (e.g. no dogs and no smoking on school grounds).
- Minimising any nuisance or annoyance to the School's neighbours.
- Keeping the field, garage, toilet and playground areas in a clean state.
- Ensuring any rubbish is collected from the field and disposed of correctly.
- Not allowing balls to be kicked against the school buildings or neighbours fences.
- Only making use of St Hugh's during the agreed times.

ADDRESS - St. Hugh's Primary School, Park Road, Timperley WA15 6TQ.

SITE ACCESS – One set of keys will be issued to each age group playing at St Hugh's. This will have keys for:-

- i) Motorised gate switch
- ii) Garage lock
- iii) Toilet (blue metal door)
- iv) Padlocks on the various gates (common key)

The managers for each age group should liaise with each other during the week to ensure that the keys are with the team which needs them for the coming weekend.

AED – there is a defibrillator housed in a metal cabinet on the outside wall of the new classroom block, facing onto the pitches. Phone 999 for cabinet access code.

EMERGENCY ACCESS – Emergency ambulance access onto the pitches is via the motorised gate and driveway and through the double gates directly onto the field. It is essential that clear access is maintained at all times.

PARKING – There is no parking available on site for parents or opposition teams. If travelling by car they need to park in the vicinity and walk in via the red pedestrian gates off Park Road and bear right around the school to the field at the rear. Please ask them to park with consideration to our neighbours. Home managers only may park in the school car park but must ensure that the motorized gates are closed again immediately after they enter/leave.

When confirming your game with the opposition through FA Full-time, please include a request



along the lines of –

Could you please advise all your parents that:

- *Parking at St Hugh's is not available and so anyone travelling by car will need to park in the vicinity and walk into the school via the main pedestrian entrance (red gates) accessed off Park Road and then bear right around the school building to the field at the rear.*
- *If parking on the local side roads please have consideration for the residents*
- *Dogs (other than assistance dogs) are not permitted on the school premises.*
- *Smoking is not allowed anywhere on the school premises.*

REFLECTION GARDENS & PLAY EQUIPMENT– The fenced 'reflection garden' areas are strictly 'out-of-bounds' – please do not let any players or siblings enter them. Please do not allow anyone wearing boots/studs to go into the shelter area or use the climbing/jungle run play equipment.

EQUIPMENT – Match-day equipment is stored in the pre-cast garage in the corner of the field by the reflection gardens:-

- Corner flags
- 7 v 7 goals (2 pairs; in the blue 'Samba' bags)
- Respect barriers
- Respect sign
- There are also various spare parts for the 7v7 goals – use these rather than borrowing parts from other goals.

POST-MATCH CHECKS – Please

- tramp down/replace any divots etc.
- collect any rubbish from the touchlines and dispose of off-site.
- ensure that all goal pegs have been collected up after the goals have been taken down.
- ensure that everything is put away neatly after games and that the bags with the goals in are completely closed-up; if your parents do it for you please just do a double check that everything is okay.
- ensure that the toilet is left in a clean state.
- brush off any mud from boots left on the car park/playground area.
- double check that garage, toilet, inner gates and external pedestrian gate are all locked. If there are any non-football cars left in the parking area as you leave then you must still close the motorised gate regardless.



PITCH LAYOUT – See overleaf

Please ensure that the 'Respect' barriers are put up running the full length of the spectator side of the pitch (approx. 2m from touchline) and that all spectators remain in this designated area. If any are spectating from the coaching side or behind the goal please ask them to relocate. Please put the Respect 'swinging-sign' out on the field in a prominent location.

TOILETS – each set of keys includes one for the outside (blue metal) door of the (boys) toilets. Children using these should be accompanied by a parent or manager. Please double check that the door is locked before leaving school and that any mud etc. has been brushed out. Please also use the spray and cloth from the garage to wipe down toilet seats and basins.

DAMAGED & MISSING EQUIPMENT – If anything is damaged or missing please let the Club know asap.

MINIMISING NUISANCE TO NEIGHBOURS – To minimise nuisance can you please:-

- Ensure spectator Respect barriers are positioned to have the spectators on the 'inside' of the pitches; i.e. away from the boundary fences with neighbours.
- Do not allow players to train/warm-up in close proximity to the boundary fences or to kick balls against these, nor to climb over fences if balls go over.
- Ask anyone travelling by car to park with consideration to our neighbours.

ACCESS TO ST HUGH'S – Access is available on Saturday mornings from the start of the season in Sept until the last weekend before the summer half-term holiday. No afternoon matches are permitted.

There is no access to St Hugh's over the Easter weekend nor over the Xmas & New Year weekends. The school is not to be used outside the times detailed and not at any time between the Club Presentation day in June and the start of the season in September.

Note: If midweek access is needed during the season to play rearranged League games, permission must be sought in advance from the School via the Club.

**NO VEHICLE
ACCESS ONTO SITE**

**ENTER VIA MAIN
PEDESTRIAN
ENTRANCE (RED
GATES)**

Toilet (blue metal door);
access off playground

Automatic Emergency
Defibrillator on wall of new
classroom block

'Reflection' gardens
OUT-OF-BOUNDS

Play equipment – **NO STUDS**

St Hugh's School
Park Road
Timperley
WA15 6TQ

Please note that dogs (other than assistance dogs) are not permitted to be brought on the school premises and also that smoking is not allowed.

