

## **Fairfield Gym – Usage Guidelines**

The Shooters Basketball Club now uses the Fairfield Primary School gym for training sessions on Tuesday nights from 4.15pm to 7.30pm, Wednesday nights from 4.00pm to 7.45pm and Thursday nights from 6.15pm to 7.45pm.

The following guidelines should be followed by all Shooters club members when using the gym for Shooters training. If any issues arise, please email the Shooters committee [committee@shootersbasketball.org.au](mailto:committee@shootersbasketball.org.au) or if urgent phone Murray Jensen on 0414317453.

1. All Shooters club members should be aware that **we are only allowed access to the main gym area and the immediately adjacent toilets**. Everywhere else is “off-limits” - including the kitchen, music room and foyer areas of the gym (even if the inner doors are unlocked and/or open - under normal circumstances, they should be closed and locked), and including anywhere on the school grounds;
2. **Food and drink (other than water bottles) is not allowed in the gym**, please do not leave any rubbish behind in the gym, and take care that water is not spilled on the floors;
3. As a number of coaches of our younger teams are quite young themselves, and there is only one team training at a time, it is **required** that each team manager draw up a roster for every training session whereby a **parent or responsible adult is scheduled to stay for the entire session** (this should be done, regardless of the age of the coach);
4. For the first session of the evening, the supervising adult should arrive a few minutes early, after collecting the keys from the pre-arranged pick-up location, unlock the front door of the gym, disarm the alarm if necessary (by holding the fob near the sensor until the light goes green), and check the doors to the kitchen, music room and foyer areas are closed (and locked, if possible);
5. For the final session of the evening, the supervising adult should assist coach to collect the spare basketballs into the wheelie bin, lock the bin and return to the foyer of the boys toilets, check the doors to the kitchen, music room and foyer areas are closed (and locked, if possible), arm the alarm (by holding the fob near the sensor until the light goes red), exit the gym locking the front door, and return the keys to the pre-arranged drop-off location;

6. Any **children not taking part in a Shooters training session** (e.g. siblings, friends) **must be under parental supervision at all times** — this is not the responsibility of the coach or supervising adult, and can be a distraction for the team that is training, so please ensure non-participating children are not unruly;
7. Entry and Exit to the gym should be via the Fairfield Road glass doors and disabled access ramp ... children waiting for their training session should be encouraged to wait inside (without disturbing the current session) or if necessary (e.g. glass door locked) on the access ramp (i.e. they should keep off Fairfield road);
8. If your usual training session is called off (e.g. you have a BYE on Saturday), or there is some other reason the gym will be left vacant, please notify the committee via email at <committee@shootersbasketball.org.au>, if you know about it early enough, or if it is more urgent, via phone call to Murray Jensen on 0414317453 ... it is the responsibility of the club and each team to **ensure that the gym is NOT left unlocked and vacant for any significant period of time** (say, more than a few minutes) during our hiring period;
9. We have created a list of people that live close to the school and can be called in an **emergency**, where (if they are available) they will walk to the gym and fill in for the adult supervisor (not the coach!). For example, the coach is young and the supervising adult has to take a child to a doctor/hospital. Currently the list is:

- **Angela      0410483989**

The Fairfield Primary School Gym is a great facility and very handy for training for a lot of people. It is important that we all are vigilant about these guidelines so that we do not lose access.