## Jersey Wanderers Park lock-up procedure checklist

Please follow the below guidance when leaving the premises after training or matches.

Please remember, even if you are not the last to leave JW Park, it is still your responsibility to ensure the areas you used are compliant with the below procedures. This also reduces the burden on the last one out.

Thank you for your cooperation and making JW Park a place we are all proud to call home.



## JW Park - pitches: ☐ All goals are stored correctly, off their wheels and padlocked together as well as to their relevant posts ☐ All equipment is returned to the outside storage container which is left neat, tidy and locked ☐ No rubbish or foreign objects are left on the pitch or carpark ☐ All floodlights and outside lights are turned off JW Park - clubhouse: ☐ The changing rooms are free from rubbish, floors are swept and any kit/equipment is removed ☐ All chairs and tables are neatly returned to their normal set-up ☐ No equipment is left in the clubhouse overnight, and only unwashed kit ready to be picked up by the laundrette is left in the conservatory area ☐ The refs room is tidied, lights off and locked ☐ The internal door between the changing rooms and main clubhouse is locked ☐ All windows are shut and locked ☐ All lights are turned off ☐ All keys are returned to the key cupboard in the home changing room ☐ All doors are locked and secure