



NETBALL ORKNEY MATCH CO-ORDINATORS GUIDE

8pm KGS

One team is named per game on the fixtures as the 'Coordinator / Timekeeper', and should provide 1 person to take on the following roles:

Your Main Duties:

- **Arrive in plenty of time before the first game** to set up and ensure the first game starts on time, or as close to time, as possible.
- **Enter the hall just before the first game** starting to prepare and set up – this may however depend what is happening in the hall before.
- Ensure KGS staff has put the league bag in the hall. If it is not, ask at reception.
- Timekeeping – including ensuring the 8pm game starts as close to time as possible.
- First Aid - If there are any injuries or blood related injuries, you should help attend to the player by providing the first aid kit or ice packs as required, while still timekeeping.
- Let the League Coordinators know if anything from the first aid kit has been used so it can be replaced.

TIMEKEEPING:

- Games are:
 - **12 minutes quarters**
 - **90 seconds at quarter time**
 - **2 minutes at half time**
 - **90 seconds at three-quarter time**
 - **Total game time 53 minutes, with games scheduled to start each hour.**
- Ensure your game start and finish on time. If your game runs late, this must be stopped to allow the next game to start on time at 8pm.
- **Be clear** with all commands for teams and umpires to hear. Don't be shy.
- **30 seconds** before time is due to start call '**ON COURT**' or '**ON SIDE**'
- When time commences call '**TIME STARTING**'
- When time ends call '**TIME**' or walk up to the nearest umpire and let them know when time ends.
- Follow this for each quarter, always announcing '**ON COURT**' or '**ON SIDE**' 30 seconds before time is due to start
- Players should remember the game starts and ends on the umpires whistle.

SCORERS:

- Scorers **must** sit/stand together to ensure there is no discrepancies in the scores
- **Scorers must write the names of the two umpires CLEARLY on the bottom of the scorecards.**
- The first named team on the fixtures will have the first centre pass, **second named team** will have the choice of shooting end.

UMPIRES:

- **Must** be ready to take court on time for their game.
- We strongly encourage umpires to have their own whistle.
- There is a rule book in the league folder for reference.



netballorkney

NETBALL ORKNEY MATCH CO-ORDINATORS GUIDE

9pm KGS

One team is named per game on the fixtures as the 'Coordinator / Timekeeper', and should provide 1 person to take on the following roles:

Your Main Duties:

- Go to the coordinators table as quickly after your game finishes as possible to get the next game ready to start on time
- Timekeeping – including ensuring the 9pm game starts as close to time as possible.
- First Aid - If there are any injuries or blood related injuries, you should help attend to the player by providing the first aid kit or ice packs as required, while still timekeeping.
- Let the League Coordinators know if anything from the first aid kit has been used so it can be replaced.
- Tidy up at the end of the night
 - Tidy the court for balls, bibs and any lost property
 - Place all scorecards in the envelope for that date
 - Put all NO items everything put neatly back in the bag for the KGS Staff to put back in the store.

TIMEKEEPING:

- Games are:
 - **12 minutes quarters**
 - **90 seconds at quarter time**
 - **2 minutes at half time**
 - **90 seconds at three-quarter time**
 - **Total game time 53 minutes, with games scheduled to start each hour.**
- Ensure your game start and finish on time.
- **Be clear** with all commands for teams and umpires to hear. Don't be shy.
- **30 seconds** before time is due to start call '**ON COURT**' or '**ON SIDE**'
- When time commences call '**TIME STARTING**'
- When time ends call '**TIME**' or walk up to the nearest umpire and let them know when time ends.
- Follow this for each quarter, always announcing '**ON COURT**' or '**ON SIDE**' 30 seconds before time is due to start
- Players should remember the game starts and ends on the umpires whistle.

SCORERS:

- Scorers **must** sit/stand together to ensure there is no discrepancies in the scores
- **Scorers must write the names of the two umpires CLEARLY on the bottom of the scorecards.**
- The first named team on the fixtures will have the first centre pass, **second named team** will have the choice of shooting end.

UMPIRES:

- **Must** be ready to take court on time for their game.
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