

2022 VENUE CONTROLLER INSTURCTIONS – GLEN INNES

Underwater hockey – Schools Competition

Prep	<ol style="list-style-type: none">1. Arrive at pool around 6.40pm to prepare for 7pm start ** Coaches/students/parents can assist with getting the below gear ready **2. In the Blue AUWH Wheelie bin near the gear cage – padlock is AUH = 284<ul style="list-style-type: none">- Pucks, Referee rods and shakers to put poolside- Score flipcards for each court- write up draw on whiteboard (draw would have been sent via email) – place somewhere visible.3. Get goalbins (from underneath seating on R) side of pool near physio.4. Get first teams in to install goalbins – they should know this already!5. Plug in timer (either next to big whiteboard or near physio). Lifeguards can help locate a powerpoint. Press 'START' at 7.10pm. (If for whatever reason the timer fails, manual timing is on the next page).
During	<ol style="list-style-type: none">1. Check that there are referees and scorers for each game2. Record all results on sheet provided (or whiteboard)3. Monitor for fair competition4. At half time during LAST game – ask teams/coaches to bring out equipment – barriers, goals and swim the lane ropes at the end of the game.
Completion	<ol style="list-style-type: none">1. Collect all equipment - 2 pucks, 2 pairs of rods, 2 shakers, score flipcards - lock wheelie bin.2. Goal Bins stored under benches3. Collect any lost property – leave with pool staff.4. Politely ask people to leave – quick departure needed!5. Always thank the pool staff for their assistance.
Problems	<ol style="list-style-type: none">1. Any issues with the above chat to the schools coaches – many have been coaching for years and are familiar with set up and pack down.2. Contact Paige Moran (Auckland UWH Schools Liaison) – 0211602419 if you need assistance.3. Any injuries – immediately contact pool staff. If concussion concerns please fill in concussion paperwork as well.4. Record and report any injuries requiring ambulance or hospital treatment to college sport - school.sport@collegesport.co.nz5. Record and report any breaches of college sport rules and/or any violence or abuse incidents to college sport.

PLEASE SEND A PHOTO OF THE RESULTS PAGE (OR THE WHITEBORARD) to paige.moran11@gmail.com AND school.sport@collegesport.co.nz

Thank you for helping to make Auckland Schools UWH a success 😊

GI TIMING OF GAMES:

** if you are required to do manual timing if no timer available**

Easiest thing to do is set alarms on your phone to go off at these times, then just use a metal gong to alert players.

10min halves, 2 mins half time, 3 mins between games

TIME	
7pm	Teams allowed into water, put goals in
7.10pm	GAME 1 STARTS
7.20pm	Half time
7.22pm	Second half Starts
7.32pm	Game 1 Finishes
7.35pm	GAME 2 STARTS
7.45pm	Half time
7.47pm	Second Half Starts
7.57pm	Game 2 finishes
8pm	Game 3 starts
8.10pm	Half time
8.12pm	Second half starts
8.22pm	Game 3 finishes
8.25pm	Game 4 Starts
8.35pm	Half time
8.37pm	Second half starts
8.47pm	Game 4 finishes – pack up

2022 VENUE CONTROLLER INSTURCTIONS - Manurewa

Underwater hockey – Schools Competition

Prep	<ol style="list-style-type: none">1. Arrive at pool around 7.10pm to prepare for 7.30pm start2. ** Coaches/students/parents can assist with getting the below gear ready **3. Get out UWH trolley from storeroom– has whiteboard and barriers on it – write up draw on whiteboard (draw would have been sent via email).4. In the AUWH Storage box (grey) in the storeroom you will find –5. Pucks, Referee rods and shakers to put poolside6. Score flipcards for each court7. Timer - Plug it in to the R) side of the seating, next to the waterpolo board. Press start at 7.40pm8. Get goalbins (from the pool store room)9. Get first teams in to install barriers and goalbins – they should know this already!
During	<ol style="list-style-type: none">10. Check that there are referees and scorers for each game11. Record all results on sheet provided – or directly onto the whiteboard.12. Monitor for fair competition13. At half time during LAST game – ask teams/coaches to bring out equipment – barriers, goals and swim the lane ropes at the end of the game.
Completion	<ol style="list-style-type: none">14. Collect all equipment - 2 pucks, 3 pairs of rods, 3 shakers, score flipcards and buzzer (ensure buzzer is in dry box!)15. Ensure barriers and goal bins stored away on UWH trolley/in storeroom16. Collect any lost property – leave with pool staff.17. Politely ask people to leave– quick departure needed!18. Always thank the pool staff for their assistance.
Problems	<ol style="list-style-type: none">19. Any issues with the above chat to the schools coaches – many have been coaching for years and are familiar with set up and pack down.20. Contact Paige Moran (Auckland UWH Schools Liaison) – 0211602419 if you need assistance.21. Any injuries – immediately contact pool staff. If concussion concerns please fill in concussion paperwork as well.22. Record and report any injuries requiring ambulance or hospital treatment to college sport - school.sport@collegesport.co.nz23. Record and report any breaches of college sport rules and/or any violence or abuse incidents to college sport.

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MANUREWA TIMING OF GAMES:

****If no timer, you need to manually do the timing****

Easiest thing to do is set alarms on your phone to go off at these times, then just use a metal gong to alert players.

10 min halves, 2mins half time, 3 mins between games

TIME	
7.30pm	Teams allowed into water, put goals in, barriers
7.40pm	GAME 1 STARTS
7.50pm	Half time
7.52pm	Second half Starts
8.02pm	Game 1 Finishes
8.05pm	GAME 2 STARTS
8.15pm	Half time
8.17pm	Second Half Starts
8.27pm	Game 2 finishes
8.30pm	Game 3 starts
8.40pm	Half time
8.42pm	Second half starts
8.52pm	Game 3 finishes, pack up

2022 VENUE CONTROLLER INSTURCTIONS - Mt Albert Aquatic Centre

Underwater hockey – Schools Competition

Prep	<ol style="list-style-type: none">1. Arrive at pool around 8pm to prepare for 8.15pm game start2. ** Coaches/students/parents can assist with getting the below gear ready **3. Open green Auckland UWH wheelie Bin – code is; AUWH = 28944. Write up the draw on whiteboard – you will have been sent an email– can put this on top of wheelie bin so everyone can see it.5. Get out the barriers and goalbins (from underneath the seating), for students to install once the pool is clear from previous booking – students need to stay on the wall side of the pool till previous booking have exited.6. Place equipment from bin poolside – pucks, referee rods, shakers7. Set up score flipcards for each pool8. Plug in timer next to fire exit, press start at 8.25pm (if timer fails see next page for timings)
During	<ol style="list-style-type: none">9. Check that there are referees and scorers for each game10. Monitor and keep fire exit door closed during games11. Record all results on sheet provided or directly onto scoring whiteboard.12. Monitor for fair competition13. At half time during LAST game – ask teams/coaches to bring out equipment – barriers, goals and swim the lane ropes at the end of the game.
Completion	<ol style="list-style-type: none">14. Collect all equipment and place back in AUWH bin- 2 pucks, 3 pairs of rods, 3 shakers, whiteboard, score flipcards and buzzer (ensure buzzer is in dry box!)15. Ensure barriers and goal bins stored away under seating16. Collect any lost property – leave with pool staff, if UWH related (glove, sticks etc), can leave in the AUWH bin.17. Politely ask people to leave pool by the fire exit door – pool closes by 9.45pm.18. Always thank the pool staff for their assistance.
Problems	<ol style="list-style-type: none">19. Any issues with the above chat to the schools coaches – many have been coaching for years and are familiar with set up and pack down.20. Contact Paige Moran (Auckland UWH Schools Liaison) – 0211602419 if you need assistance.21. Any injuries – immediately contact pool staff. If concussion concerns please fill in concussion paperwork – in box or call Paige.22. Record and report any injuries requiring ambulance or hospital treatment to college sport - school.sport@collegesport.co.nz23. Record and report any breaches of college sport rules and/or any violence or abuse incidents to college sport.

PLEASE SEND A PHOTO OF THE RESULTS PAGE (OR THE WHITEBOARD) FOR THE EVENING TO;
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MAGS TIMING OF GAMES:

****If no timer, you need to manually do the timing****

Easiest thing to do is set alarms on your phone to go off at these times, then just use a metal gong (or tap a stick on the side of the pool) to alert players and refs.

10 min halves, 2mins half time, 3 mins between games

TIME	
8.15pm	Teams allowed into water, put goals in, barriers
8.25pm	GAME 1 STARTS
8.35pm	Half time
8.37pm	Second half Starts
8.47pm	Game 1 Finishes
8.50pm	GAME 2 STARTS
9pm	Half time
9.02pm	Second Half Starts
9.12pm	Game 2 finishes, pack up

2022 VENUE CONTROLLER INSTURCTIONS - WESTWAVE

Underwater hockey – Schools Competition

Prep	<ol style="list-style-type: none">1. Arrive at pool around 7.20pm to prepare for 7.45pm start2. ** Coaches/students/parents can assist with getting the below gear ready **3. Get gear from under the seats on R) hand side near the net curtain. A plastic box – has whiteboard, scorecards, pucks, rods/shakers and timer(if available) - write up draw on whiteboard (draw would have been sent via email).4. Barriers and goalbins are found under the seat – pull them out and put poolside for the first teams to install – they should know this already!5. Start the game by banging a gong at 7.55pm – you will need to time games – see next page.
During	<ol style="list-style-type: none">6. Check that there are referees and scorers for each game – they can write scores on the whiteboard7. Record all results on sheet provided8. Monitor for fair competition9. At half time during LAST game – ask teams/coaches to bring out equipment – barriers, goals and swim the lane ropes at the end of the game.
Completion	<ol style="list-style-type: none">10. Collect all equipment - 2 pucks, 3 pairs of rods, 3 shakers, scorecards – place back in plastic box and put under seat.11. Ensure barriers and goal bins stored away under seat.12. Collect any lost property – leave with pool staff.13. Politely ask people to leave – pool closes by 9.30pm – quick departure needed!14. Always thank the pool staff for their assistance.
Problems	<ol style="list-style-type: none">15. Any issues with the above chat to the schools coaches – many have been coaching for years and are familiar with set up and pack down.16. Contact Paige Moran (Auckland UWH Schools Liaison) – 0211602419 if you need assistance.17. Any injuries – immediately contact pool staff. If concussion concerns please fill in concussion paperwork as well.18. Record and report any injuries requiring ambulance or hospital treatment to college sport - school.sport@collegesport.co.nz19. Record and report any breaches of college sport rules and/or any violence or abuse incidents to college sport.

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WESTWAVE TIMING OF GAMES:

****If no timer, you need to manually do the timing****

Easiest thing to do is set alarms on your phone to go off at these times, then just use a metal gong to alert players.

10 min halves, 2mins half time, 3 mins between games

TIME	
7.45pm	Teams allowed into water, put goals in, barriers
7.55pm	GAME 1 STARTS
8.05pm	Half time
8.07pm	Second half Starts
8.17pm	Game 1 Finishes
8.20pm	GAME 2 STARTS
8.30pm	Half time
8.32pm	Second Half Starts
8.42pm	Game 2 finishes
8.45pm	Game 3 starts
8.55pm	Half time
8.57pm	Second half starts
9.07pm	Game 3 finishes, pack up