

ROWLEDGE BOWLING CLUB

FRIENDLY MATCHES CAPTAIN OF THE DAY RESPONSIBILITIES

1. Match forms (put up by the Fixtures Secretary) showing the Captain of the Day and asking for members to sign-up to play will be found on the Friendlies noticeboard in the clubhouse.
2. The Captain of the Day shall select 9 or 12 players, plus reserves, as appropriate, taking into account who has played recently. Post team selection on the match form **at least 7 days before the match** and advise the team by email that they are playing. Ask them to confirm their availability to the Captain of the Day.
It is essential to check the match form periodically to ensure sufficient players have signed up. If there are insufficient, take appropriate steps to complete a team. Cancelling a match should be a last resort.
3. Find the opposition's contact for friendly matches from the list on the noticeboard. Contact him/her for the name and contact details of the opposition's Captain of the Day.
4. Contact the opposition Captain of the Day to give him/her your contact details and to confirm match details **at least two days before the game**.
5. Contact the person organising refreshments (see rota in the Clubhouse) to confirm what is being provided (normally just tea/coffee and biscuits) and advise the opponent's Captain.
6. On the match day, consider the need for bruise mats if the green is soft due to weather conditions or if there are repair areas that need protection.
7. Open up the club at least 30 mins before the match start time and ensure the mats, jacks, pushers and other equipment are laid out in good time.
Also set out the cold drinks stand and beakers.
8. For away games, members should make their own travel arrangements. Provide the Post Code of the other club and appropriate instructions to the team members e.g. the time to meet in the rec car park. Take sufficient score cards, pens and holders.
9. If weather is bad liaise with the opposition's Captain of the Day regarding cancellation. For home matches also liaise with the groundsmen. It is the home team Captain's responsibility to cancel. If a match is cancelled then inform all team members and whoever is providing the refreshments, as soon as possible.
10. Fill out the score cards in conjunction with the opposition Captain and agree whether the match begins with two conventional trial ends or one point on first 2 ends.
11. At home matches give a brief welcome to the opposition and remind them they have the mat (ie no coin toss required!). Also, indicate when refreshments will be taken. At away matches respond in kind to the opposing Captain's welcome. After the matches briefly thank the opposing team and wish them well for the rest of the season. Do not forget to thank the persons providing the refreshments.
12. Attach score cards to the match clip board in the clubhouse and advise Noel Thompson of the score for recording on the website.