

HELPERS SEPT 2014

MEET & GREET	Alix Stoney/Mr Penguin
SIGN IN	Pippa Potter
	Debbie Root
	Hazel Park (Lead)
	Mo Barrow
	Daniella Conway
WARM UP CONTROL	Dan M/Rob B
ENTRANCE TABLE (* & RAFFLE TABLE (^)	Peter Harrington & friend, Michelle Gray, Sharon Vinter
COACH PASS TABLE	
Drinks/Cakes	Rosie Salmon/Jenny Gerrard
MEDAL TABLE & Changing room check every 30 mins.	Cathy Ragus –(Lead) Sam Neville, Barb Amerio
WHIPS - STATION	Debbie Root (Lead 1)
	Daniella Conway - Runner
	Tracy Avery
	Sam Baker
	Julia Scott
	Mandy Adams
	Pippa Potter (Lead 2)
CHANGING ROOMS Gate	Cathy Ragus/Roy Barrow
CHANGING ROOMS - Entrance	Sue Huggins
CATERING	Tom S Heighton
RESULTS DISPLAY	Roy Barrow
FINANCIAL CONTROL	Donna Hall/Helen Reeve

Drinks	Mo Barrow
COACHES	Patrick
	Paul S
	Dan M
	Robert Brown



Halstead Amateur Swimming Club officials & helpers list for:

- Date: **Sunday 15th April 2012**
- Event: **Open Meet**
- Venue: **Braintree Swimming Centre**

**PLEASE ARRIVE
at Swimming Pool**

7.00 am

OFFICIALS LIST

BRIEFING –

8.30 am

14.15

<u>Role:</u>	<u>Session 1</u>	<u>Session 2</u>	
<u>PLEASE WEAR WHITE</u>	<u>CLOTHING *****</u>		
Referee #1 (LEAD)	Tom Baster	Henry Watkinson	
Referee #2	Fred Gale	Tom Baster	
Referee #3	Chris Rayner	Chris Rayner	
Starter	Roger Duncombe	Roger Duncombe	
Chief Timekeeper #1	Vic Cox	Vic Cox	
Chief Timekeeper #2	Sophie Lovegrove	Jason Rendall	
Timekeeper #1	Tony Chada (Bishop Stortford)	Dave Bradbury	
Timekeeper #2	Sue Craig	Fransessca Bradbury	
Timekeeper #3	Fransessca Bradbury	Kas Blunkell	
Timekeeper #4	Tracey Barret Smith	Sally Kerr	
Timekeeper #5	Duncan Clark	Jude Johnson	
Timekeeper #6	David Bradbury	Charlie Duncombe	
Timekeeper #7	Sally Kerr	Andrew (Newham)	
Timekeeper #8	Andrew (Newham)	Sue Craig	
Judge #1	Hazel Park – Matt Hart (M)	Hazel Park – Alex Penkul (M)	
Judge #2	Roz Rendall	Roz Rendall	
Judge #3	Alf Wyatt	Alf Wyatt – Tony Chada (M)	
Judge #4	Hannah Rayner	Matt Hart (BRAINTREE)	
Judge #5	Nita Mills (chelmsford)	Jonathan Chan (Harlow)	
Judge #6	Jonathan Chan (Harlow)		
Judge #7	Karen Johnson		
Judge #8	Martin Trevell – Alex Penkul (M)		
Health and Safety	Annette Cox	Annette Cox	
Promoter	Donna Hall	Donna Hall	
AOE	Alistair Walker/Neil Adams	Alistair Walker/Neil Adams	
Sport System	Michael Park/Graham Spratt	Michael Park/Graham Spratt	
Announcer	Grant Chivers	Grant Chivers	

SATURDAY NIGHT – JOBS & VOLUNTEERS

ROLE		
Collect chairs from Halstead Pool and deliver to Braintree pool side	Collect at 40 chairs	Collect up chairs after Open Meet and return to Halstead Pool on MONDAY
	1. 2. 3. 4.	
Set up Door & Raffle (Table, signs, chairs etc)		
Responsibility for taking and returning Starter Equipment		Return on Monday (after 7pm) to Halstead pool to Donna
Responsibility for taking and returning Brochures & Water		Return on Monday (after 6pm) to Annette's -119 Colne Rd
Responsibility setting up catering room – Table & chair layout, Urn set up, Mugs – and breakfast layout. Purchase Sunday Newspapers x 5 (selection)		
Setting up – Sign in sheets & info		

SIGN DISPLAY (Club areas, lane numbers etc) Set downstairs (Gogglebox, Cake) tables		

