







# HOST CLUB MATCH DAY CHECKLIST AT RED

Clubs should prepare in advance a match day plan including layout and scheduling. Try to format is so that the plan can be adapted based on the actual number of games to be played at the venue on a given match day

Not all elements in this checklist be necessary on any given match day – they are draw/venue/grade dependent

For additional guidance refer to NZ Rugby Match Day guidelines.







Before Match Day		CHECKLIST	<input type="checkbox"/> X <input type="checkbox"/> ✓
	Identify any controlled or uncontrolled areas at the venue – including change rooms and toilet facilities.	Areas defined by ropes/fences or signage	
		Traffic flow plan is in place if required	
		Controlled areas have appropriate MVP signage (if MVP event)	
	Confirm the plan around participant arrival -home & visitors, managing indoor number restrictions	Foot traffic management	
		Management of gathering numbers indoors	
		Change rooms arrangements (if used)	
		Warm up Areas	
		Sideline arrangements/Tech boxes/Masks etc	
Coin Toss location (On field)			
	Ensure the required sanitation/cleaning supplies and required signage is up to date and prior to deployment on Match-day	Cleaning supplies on site	
	Ensure the facilities are clean and ready for use.	Facilities/equipment cleaned ready for use	
	Ensure referees are advised of arrival arrangements, changing facilities, designated areas, the movement of teams etc.	Referees advised of arrangements 24 hrs prior to match day	
	Communicate the venue arrangements to visiting teams and supporters prior to match day e.g., via social media.	Social media	
		Email	
		Website	
		Ground Signage	










✓ = Confirmed/Done




✗ = Not in place/ Not done

NA = Not Applicable

## MATCH DAY MANAGEMENT CHECKLISTS

On Match Day	the Venue	CHECKLIST	× ✓
	Check any designated indoor controlled areas are clearly defined.		
	Check all signage related to controlled/uncontrolled areas is in place. Gathering limits & foot traffic movements. Gathering Limit Indoors is now up to 200 people depending on venue size (1person/m <sup>2</sup> )		
	It is recommended facemasks are worn whilst at the Match Venue when not actively participating		
	Changing rooms -if used- ensure signage related to numbers and traffic flows e.g., timings, direction of flow, facemasks, is in place		
	Check arrangements for referees and all necessary signage related to their facility use and movement is in place.		
	Confirm with the referee/teams, the location of the Pre-Match Briefing and coin toss which shall take place on the field of play and that social distancing measures will be adhered to.		

On Match Day	The Match	CHECKLIST	× ✓
	Advise teams pre-match kit check shall take place-on the field of play, whilst maintaining social distancing.		
	Advise teams the coin toss shall take place on the field of play and ensure social distancing measures are adhered to.		
	Advise teams the winner of the coin toss must inform the referee of their decision immediately.		
	Advise teams that Social Distancing guidelines should be maintained when players are: Speaking to referees during stoppages, dealing with misconduct (yellow/ red cards), assisting injured teammates.		
	Advise Players/Support Staff they should avoid spitting. And monitor during the match		
	Advise teams, Referees will re-start the game as quickly as possible, specifically at re-starts where a group of players can gather		
	Players should use their own individual water bottles and other receptacles during matches		
	Post-match handshakes or the tunnel should not take place		
	Advise managers, when completing the match card/paperwork social distancing guidelines should be adhered to		

On Match Day	After the MATCH	CHECKLIST	× ✓
	Post-match showering facilities should adhere to gathering measures (max200 persons based on venue size – 1 person/m <sup>2</sup> )		
	Ensure Team or match socialising should not occur in changing rooms or carparks.		
	Post-match hospitality may be offered in accordance with the latest Guidelines		

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