

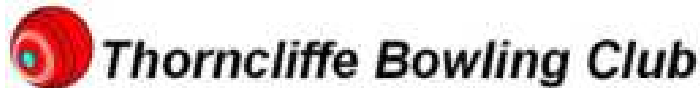
Team Captains' Guide

Responsibilities

- Generate team spirit.
- Be a role model for all team members.
- Attend all team events.
- Be knowledgeable about bowls.
 - Know the "Laws of the Game" of Crown Green Bowls.
 - Be aware of the rules for league and competition matches for respective associations.
- Know and support your team mates.
 - Know the contact details for all the players in your squad.
 - Make sure all squad members know your contact details.
 - Inform the Club Secretary of any changes to squad members' details.
 - Know the contact details for the other Captains within the same league and the names of their respective squad members.
 - Notify the Club Secretary of the contact details of both you and the Vice Captain.
 - Before the commencement of the season, ensure all squad members have a complete fixture list.
 - Make sure all the squad are made aware of fixture amendments in reasonable time.
- Appoint a Vice Captain and notify squad members accordingly.
- Be approachable.
- Be a team spokesman.
- Be a conduit between the club and team concerning team issues.
- Keep a record of **all** team players individual scores for the purpose of calculating the season's average in accordance with league rules.

Team Selection

- Ensure the strongest squad is selected from the players available, after checking the availability of players available from other Captains' squads.
- Maintain clear and regular communication with other Captains.
- Make **all squad members** aware of team selection for matches.
- Publicise team selections in the club house.
 - See TBC rule 14.
 - Show clearly the details of the fixture including date, time and location.
- Notify the Club Secretary and the opposing team Captain if you cannot fulfil a fixture.
- Rearrange an unfulfilled fixture in agreement with the opposing captain in accordance with league rules and notify the club secretary accordingly.



Duties on Match Days

Before match starts

- Ensure that the Score Cards are fully prepared prior to the match.
- Perform the match draw with opposing Captain.
- Ensure that all players present a Sheffield Parks Season Ticket or exemption
 - Make sure that all players, including the opposing team, are able to demonstrate they have paid the due amount where applicable.
- Check that the appropriate measuring equipment is readily available and that match jacks are legal.
- Ensure the entry to the green is clearly marked.
- Ensure that all club facilities are available, including refreshments.

After completion of the match

- Complete the results sheet.
 - Make sure the **full names** of all home and away players are clearly shown, and that it is signed by the opposing captain.
 - When playing both **home and away** matches make sure that the score sheet is completed in line with league rules.
- Notify the league registrar of the result of the home match.
- Notify the webmaster of the result of all matches as season progresses.
- Notify the Club Secretary of any match abandonment.
- Notify the Club Secretary of any disputes arising during a match.

A copy of the club rules and the BCGBA "Laws of the Game" will be displayed in the bowls hut along with the contact details of the Club Secretary, and will also be available on the club website – www.thorncliffebowlingclub.co.uk