

Sun Bowls Club: Steward duties.

Morning Steward.

Open the gates and the Clubhouse and hang the padlocks on the hooks just inside the main door.

Brush the green.

Check the direction of play (from the sheet on the notice board outside the main Club door). NS (north/south) means playing across the green when you look at it from the Clubhouse; EW (east/west) means playing away from the clubhouse.

Check that the rink markers are set accordingly on both banks.

If there are members booked in to play/roll-up, open the shed and get the trolley out (optional).

If there is no-one booked in to play, you are free to lock the Club and the gates and leave. You don't need to wait around. Even if there are members booked in, you don't have to stay until they have finished bowling. Ask them to lock up when they have finished. If there are bookings later in the day, the trolley can stay out but the shed must be locked.

There is no need to set the alarm after the morning session.

Evening Steward.

The green should already be set up for play.

If there are Bowls Jersey games, draw the rinks* and make sure that those rinks are set up with mats, jack, score board and 2 metre poles.

Set the rink markers for the next day.

When all the games/roll-ups are finished, make sure all the rink equipment is put back on the trolley and the trolley is put away and the shed is locked.

If you are the last to leave, make sure that all lights are turned off, set the alarm, lock the Clubhouse and return the key to the key safe (scramble the code) and padlock the gates.

If there are other members playing, you don't need to stay until they have finished. However, make sure that they are aware that they may need to lock up if they are the last to finish. Invariably of an evening, a Committee member or member of the bar staff will be available to lock up.

Drawing rinks for Bowls Jersey games.

Place the corresponding balls for the rinks allocated on Bowlr in to the pouch and ask the home player/skip for the top named game on the drawsheet to pick a ball to identify their rink. Repeat the process with any other Bowls Jersey games, working down the drawsheet in order.

Numbered balls and pouch are kept in the top drawer of the Stewards desk.