

Eastern Suburbs Combined Primary Schools Netball Association

[Table Duty Instructions](#)

Schools participating in the ESCPSNA competition are each given the opportunity to manage the catering for one week of the Saturday competition. Table Duty provides an opportunity for schools to raise funds for their netball programs and ensures there are snacks and drinks available for sale to players, umpires and spectators.

[COVID Safety Instructions](#)

Reduce crowding whenever possible and promote physical distancing. Hygiene and social distancing measures by:

- marking social distancing for queues;
- promote queuing to maintain physical distancing;
- ensure appropriate food/beverage and cash handling arrangements;
- hygiene measures including hand sanitiser at point of sale, gloves for volunteers.
- ensure volunteers understand all protocols
- cleaning and sanitising key spaces, surfaces and objects regularly and thoroughly with disinfectant;
- provide PPE ie. gloves, masks and hand sanitiser for volunteers;
- regular handwashing and displaying hand washing directions
- encourage contactless payment if available
- cover your mouth and nose when coughing and sneezing
- if you feel unwell, it is best practice to not work or volunteer
- avoid close contact with anyone sneezing, coughing or blowing nose

[Equipment Provided](#)

ESCPSNA provides the following equipment which is kept in the storeroom:-

- 4 Trestle Tables
- 1 BBQ
- 1 Gazebo
- 1 Large Drinks Esky
- 1 Floor mat for under the BBQ

[Table Duty Location](#)

The BBQ and Gazebo should be set up on the grassy area next to lower court 3, leaving ample space for COVID Safe queuing between the Gazebo and the side of the netball court. There must also be no obstruction to the footpath so make sure all equipment, supplies, boxes and volunteers are well back from the footpath.

The BBQ MUST be placed on the provided floor mat which will provide grease protection to the surrounding grass.

Setup Procedure

Please do not arrive for setup before 7am.

All equipment can be collected the equipment from the ESCPSNA storeroom at 7am once it has been opened by the ESCPSNA Umpire Coordinator.

The BBQ and Gazebo are both very heavy and require 2 strong people to remove them from the storeroom.

The Gazebo requires 8 people to setup - 6 at each post and then 2 in the middle to push upwards on the centre supports. To extend the Gazebo frame the 6 people at the posts should move outwards together slowly. The posts can then be extended to the desired height position by placing one foot firmly on the base plate and then gripping the height adjuster and pushing upwards until they click into place. The centre supports and all posts must be extended together upwards and outwards to ensure the Gazebo is erected correctly.

BBQ

You will need to supply 2 full gas bottles for one full day of catering. You will also need a BBQ lighter with a long flexible head.

Absolutely no grease from the BBQ must be put into the garden beds around the Table Duty site as this attracts the dogs and is bad for the environment. You must place the floor mat under the BBQ to protect the grass and also have plenty of trays on hand to discard any grease build-up.

Make sure that you have plenty of sausages, eggs and bacon ready to go during the busy periods between each game.

Ice for First Aid

The school in charge of the Table Duty is required to provide ice all day for any on court injuries. Zip-lock bags are kept at the Timekeepers table.

Rubbish

You are required to remove any rubbish at the end of the day and there must be no cardboard boxes or crates left behind.

The school in charge of Table Duty is also required to go around each of the courts to ensure that they are free of rubbish.

Pack up Procedure

The last games finish at 4:30pm, so please provide enough food to last the entire day. If you run out of hot food before the end of the lunch period then it strongly suggested that you go and buy some supplies to ensure that you can cater until the end of the day.

All ESCPSNA equipment including the BBQ must be cleaned before being returning to the storeroom by no later than 4:30pm. The Table Duty area must be left spotless and make sure that no ice, oil or grease is thrown into the surrounding garden beds.

Prices

Please keep prices consistent. Here are the suggested prices for 2021:-

Egg & Bacon Roll	\$ 6.00
Sausage Roll	\$ 5.00
Water	\$ 2.00
Can of Drink	\$ 2.00
Poppers	\$ 1.00
Packet of Chips	\$ 0.50

Food Quantities

Along with the BBQ plan on providing a large amount of the ever popular home baked treats such as brownies, slices, cupcakes, biscuits etc.

Here is a suggested guide of what you will need:-

	Quantities
BBQ	
Bacon	15kg
Sausages	600
Eggs	17 dozen
Flat White rolls	250
Hot dog rolls	600
Cut onions	10kg
Drinks	
Poppas	6 doz
Water	8 doz 350ml
Coke	3 doz
Lemonade	2 doz
Solos	2 doz
Incidentals	
EFTPOS Machine	2 (highly recommended)
Gas bottles	2
Ice	6 bags
Oil spray	1 bottle
Tomato sauce	4L
BBQ sauce	2L
Mustard	750ml
Napkins	1000
Paper Towel	2 rolls
Alfoil	large roll
Heavy duty garbage bags	5 - 10 pack
Plastic Table Cloths	5
Latex gloves	box 200
Freezer bags/zip locks	pack of x large
Foil trays	5
Also needed	
Egg flips	3
Tongs	3
Chopping boards	3
Knives - small	6
Truggs for drinks	3
Aprons	2
Sticky tape	
Float & money tin	\$400 (\$5x20, \$10x20, \$2x25, \$1x\$25)
Calculator	
Paper, pens, markers	
Prices signs laminated	
Post it notes	