



**To:** All Team Managers and Volunteers

**From:** Shelton Little League

**Date:** April 1, 2021

**Re:** Game Day Responsibilities

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**1. Home team is responsible for the following when two SLL teams are playing:**

- A. Preparing the field for the game, i.e. lining (and raking if necessary)
- B. Supplying two volunteers to work in the snack bar, opening and closing. Opening is 30 minutes prior to scheduled start time. Closing is at least 15 – 20 minutes after game has completed. Closing includes cleaning the snack bar and bathrooms.

**2. Visiting team is responsible for the following when two SLL teams are playing:**

- A. Supplying two volunteers to announce and score the game in the press box
- B. Raising of the American Flag before the game and lowering it and putting it away after the game.

**3. Both Home and Visitors are responsible for raking and grooming the field after the game when two SLL teams are playing. Trash bags are inside the snack bar.**

**4. Both teams are responsible for emptying the garbage from inside their dugout as well as the trash pails outside the field.**

**5. When there are games on South 1 & 2 or Nike 1 & 2 , each team is responsible for the above duties. Snack Bar duties are shared. Sometimes 4 people can be too many in the snack bar if it's not busy. If you want to rotate in and out during the game if it I slow, please work that out with the volunteers assigned.**

**6. If you play a team from out of town, the SLL team is responsible for all Home and Visitor responsibilities.**

**7. In order to make this easier, each game of the season should already be scheduled with your volunteers. This is a good task for the team parent to handle for the manager. Don't wait until game day to ask for volunteers, that doesn't work.**

**8. Before leaving after a game, please inspect to be sure everything is closed, locked and cleaned properly. This includes (but not limited to): field gates, building doors, shed doors, snack bar grill and fryer cleaned and turned off properly, snack bar cleaned, bathrooms, lights turned off, garbage emptied, etc. We don't expect you to accomplish these tasks alone. Ask your teams for help.**