



ROLES & RESPONSIBILITIES OF GROUND OFFICIALS

Version Control

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Approval

Delegation required for approval: Chief Executive Officer

Approving Officer

Name: Robert Cavallucci

Position: Chief Executive Officer

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Term of Agreement: 1st January 2024 to 31st December 2024

Ground Officials play an important role in helping to ensure that FQ competitions are run in a safe and secure environment according to FQ and FA Regulations.

Ground Official Requirements

The Ground Official must:

- Be eighteen (18) years of age or older.
- Be clearly visible to all, including the match officials, wearing an identifiable fluorescent vest and located near the field of play.
- Not be involved in any other duties whilst action in the capacity of Ground Official (i.e., not officiating, coaching, canteen or bar duties etc.)
- Not be under the influence of alcohol or illegal substances. The Ground Official is not to consume alcohol 6 hours prior to or when on duty.
- Be impartial and consistent when making decisions.

The Role of a Ground Official

The Ground Official is expected to:

- Work closely with the appointed Match Officials to ensure that the day's activities are completed in the best possible atmosphere for players, spectators, coaches, officials, and match officials.
- Ensuring match official safety at all time, including escorting to and from the field of play before the match, at half time, and after the match.
- Ensure that spectators are not in prohibited areas specific to the host venue (i.e. too close to the sidelines, behind the goals, near or on the player benches etc.).
- Adhere to the FA Code of Conduct and carry out their duties to a high standard.
- Give warnings and enforce compliance of the FA Spectator Codes of Conduct with participants, spectators, club officials and coaches. Condemning any unsporting behaviour ensuring safety and welfare of players, match officials and spectators.
- Ensure any altercations are resolved in a professional and objective manner.
- Evict persons displaying inappropriate behaviour (e.g. excessive consumption of alcohol) from venue, if inappropriate behaviour continues after warning, in conjunction with host venue officials.
- Notify police in the event of criminal conduct. Seeking Police involvement at venues should be a club committee decision in consultation with the Ground Official. This should be done when:
 - It is believed that a person(s) has committed a criminal act;
 - A person's behaviour is uncontrollable, and they are a threat to other people.
 - A person refuses to leave the ground after being requested to do so by club officials for breaches under the Code of Conduct.
- Complete incident reports where necessary.

Responsibilities of the Ground Official

Before the start of play

- The Ground Official is required to meet the Match Officials in the Match Officials room ten minutes prior to kick off.
- The Ground Official will ensure that Match Officials are safely escorted onto the field of play.
- If an appointed Football Queensland Match Official is not present, ensure that a Match Official is arranged either by the club or by consent of the two teams playing.
- Identify the location of the ambulance access.

Throughout the Match

- Communicate with any other ground officials and ensure they are visible and available should the Match Official require their services.
- If a player receives a Red Card, the Ground Official must escort them immediately from the field of play to the respective change room/neutral area.
- Give warnings and enforce compliance of Codes of Conduct to all spectators, club members, officials, off field players and bench personnel.
- Evict persons displaying inappropriate behaviour or to seek assistance from host venue officials to evict persons.
- Direct and assist any ambulance if called to attend a player or any other person.
- At half time ensure the safety of referees and be available to escort them off and onto the field of play.

After the Match

- Complete incident report forms where necessary detailing incidents that have occurred during the fixture. Ensure statements contain exact language, actions, etc. to ensure appropriate action can be taken.
- Ensure the safety of referees and be available to escort them off the field to their change room.
- Ensure that both teams leave the grounds in a proper and orderly manner.



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