

SHEPTON MALLET HOCKEY CLUB CAPTAINS RESPONSIBILITIES

Note:

From here on in Shepton Mallet Hockey Club will be referred to as "SMHC".

'Team Captain' is generic and refers to all Men and Ladies team captains.

- **Appointment**

The Team Captain will be selected at the Annual AGM

- **Team Selection**

The Captain is involved in team selection as directed in the SMHC Selection Policy

- **Responsibilities**

At SMHC the Captain is responsible for the following 'match-day' activities:

- **Pre-Match.**
 - Selecting the meeting-time and place for the selected players.
 - Registering selected players' attendance.
 - Completing relevant League paperwork with correct player details.
 - Ensuring that selected players have the correct Club playing strip.
- **During the Match.**
 - Acting as the single point of contact between the Umpires and the team.
 - The behaviour of all players on their team; on-field and substitutes off-field.
 - Decision making in play formations and rotation of positions as required.
- **Post-Match.**
 - Ensuring that all relevant League paperwork is shared with the opposition representative and signed where applicable.
 - Ensuring that the completed League paperwork is sent to the relevant bodies as directed by the League Secretary.
 - The behaviour of all players at post-match refreshments, where applicable.
 - Collecting match fees where appropriate

The Captain is **not** responsible for the behaviour of individuals whilst in transit to any fixture; this remains the personal responsibility of each individual.

- **Match Report.** SMHC requires a short match report to be submitted to the website by mid-day on the Monday following a Weekend fixture, and within 48hrs of a fixture that takes place during the week. The Captain is responsible for ensuring the match report is supplied.

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Issue	Date	Description	Changes made by
V1.0	27 Mar 19	First issue	