



## **Queen Elizabeth School (formally Ashcroft) Facilities**

**(Covers 3G Pitch)**

Note: If you are using this venue and are aware of any issues with this document, either the instructions of use or issues that may affect its safety, please inform the Club, via the following email address: [facilities@harpencolts.com](mailto:facilities@harpencolts.com)

**HARPENDEN COLTS  
INSTRUCTIONS FOR USE  
AND RISK ASSESSMENT**



### INSTRUCTIONS FOR USE

<b>Venue Manager (to be contacted with any queries about the venue)</b>	<p>Sarah Bremner</p> <p>07917405254</p> <p>sarah.bremner@harpendencolts.com</p>
<b>Pitch Booking</b>	<p>Via Harpenden Colts booking pages – follow instructions on the web page. Please follow the KO times shown on the booking page as these reflect our booked slots at the venue.</p> <p>If you don't have booking rights to use the page – contact secretary@harpendencolts.com</p>
<b>Arrival at venue</b>	<p>Please note that you should check in at the main reception on arrival as the gates to access the pitches will be locked. In the event that there is no one at reception, please call the out of hours management (School Space) on 0800 311 8445 who will be able to quickly resolve this for you.</p>
<b>Storage</b>	<p>All equipment should be on the pitch. Corner flags can be problematic as they appear to be frequently removed and not replaced, hence we have provided all U17 squads with a set of flags to be used on the day and taken away.</p> <p>Other year groups who use the pitch can either collect flags form an U17 squad or manage without</p>
<b>Parking</b>  <b>Spectators</b>  <b>Dogs</b>	<p>Access via the main gates on Crawley Green Road</p> <p>Only outside the fence <b><u>not on</u></b> the astro</p> <p>Dogs are not allowed on the school premises</p>
<b>Chewing gum</b>	<p>Chewing gum is banned at this facility due to the long term damage gum can cause to the surface if not disposed of correctly</p>
<b>Goals/nets</b>	<p>Already on the pitch. Any smaller goals should be stored in the recesses provided</p>
<b>Corner flags</b>	<p>Set provided to all U17 squads as primary users.</p>
<b>Respect lines</b>	<p>Spectators should be encouraged to stand outside the pitch area</p>
<b>Footwear</b>	<p>3G pitch – no blades or flat bottomed shoes – plastic or moulded studs only, metal studs are acceptable but not ideal</p>

<b>Toilets</b>	Available in the school music block – which is the block closest to the pitch
<b>Snow instructions</b>	In theory the pitch can be used when covered with light snow. But do not remove snow from the surface with brushes or use the brushing machines as this will damage the surface. The only recommended action to remove snow is by running on/using the surface if it is deemed safe to do so as that will help melt the surface covering of snow.
<b>Defibrillator</b>	Available from the main reception of the school – we recommend coaches familiarise themselves with the reception location at the start of the season
<b>End of session arrangements</b>	School is responsible for end of season arrangements.



<b>Full address</b>	<b>Queen Elizabeth School, Crawley Green Road, Luton, LU2 9AG</b>
<b>Nearest Hospital (with Emergency Department)</b>	<b>Luton and Dunstable Hospital, Lewsey Road, Luton, Lu4 0DZ. 01582491166</b>
<b>Nearest Minor Injuries unit</b>	<b>Hemel Hempstead Hospital, Hillfield Road, Hemel Hempstead, HP2 4AD. 01442 213 141</b>
<b>Defibrillator</b>	Available from the main reception of the school – we recommend coaches familiarise themselves with the reception location at the start of the season