

**BMX SPORTS WESTERN AUSTRALIA
2014 SUPER SERIES HOST CLUB CHECKLIST**

ITEM	DETAILS	CHECK
First Aid	Host club to provide 4 Senior First Aid officers. Note: Finish times are approximate only. Times: Twilight 1.30pm – 9.00pm Daytime 7.45am – 4.00pm	
First Aid	Ice for First Aid must be available. Club to liaise with First Aid	
First Aid	Liaise with First Aid supplier re food and drink arrangements for officers on duty.	
Canteen	Supply a suitable menu. Canteen should offer a range of hot and cold foods and should include predominantly healthy choices. Sufficient quantities of drinks must be available. See recommendations below.	
Officials	Club to arrange delivery of cold water to officials approximately half way through each moto. If hot weather, possibly twice per moto, use discretion.	
Track	A track inspection will be carried out 6 to 8 weeks prior to the event. If a follow up inspection is required, this will be 2 weeks prior.	
Video Equipment	Club must have an area close to finish line for Tent space Approx. 3m x 3m for Video Equipment to be setup. Power to be available.	
Scoring – Computer BEM Program and transponders	A Room or space must be available for Computer scoring and must have access to power.	
Toilets	Host club to keep toilet facilities in a clean manner for duration of event.	
Invoice	Host club to send tax invoice for \$1000 levy to association within 7 days of event.	
Club Raffle	Please note: NO ALCOLHOL is to be included in any Club Raffles.	
Rubbish Bins	Adequate Rubbish bins to be provided for event.	
Alcohol, Smoking and Illegal Drugs	The consumption of illegal drugs, performance enhancing or social, by riders / parents / spectators at any BMX Event is prohibited. The consumption of alcohol during any BMX Event is prohibited and all BMXWA events are Smoke Free events.	
<p data-bbox="71 1406 304 1440">Recommendations</p> <p data-bbox="71 1473 371 1507">Health Policy Guidelines</p> <p data-bbox="71 1552 531 1641">These excerpts have been taken from Healthways Health Policy Guidelines to assist clubs promoting healthy events.</p> <p data-bbox="71 1686 531 1753">Full and further details are available at www.healthway.wa.gov.au</p>	<p data-bbox="574 1406 842 1440">Sun Protection Policy</p> <p data-bbox="574 1440 1361 1574">Sunscreen (SPF 30+, broad spectrum water resistant) will be made available to participants and spectators. However, when this is not possible these parties will be encouraged to bring their own.</p> <p data-bbox="574 1619 882 1653">Food and Catering Policy</p> <p data-bbox="574 1653 1345 1787">Where food is available, healthy alternatives will be offered and promoted. This includes the provision of foods low in fat, sugar and salt and foods that are high in fibre with a substantial fruit and vegetable content;</p> <ul data-bbox="574 1798 1361 1933" style="list-style-type: none"> • Where drinks are available, healthier alternatives will be readily offered. This includes drinks with low/no sugar content; and • Water will always be provided free of charge. ie tap or dispenser. 	

The above items are offered as a guide only to responsibilities for clubs hosting a Super Series in the 2014 season.

This document should be read in conjunction with the Super Series Club Criteria, available from the BMX Sports Western Australia website.

Clubs with further enquiries or needing further clarification should contact the BMX Sports WA office on 08 6336 9685