

## **MIDWEEK PENNANT VOLUNTEER KITCHEN DUTIES**

**Volunteers are requested to arrive by 11.30am.**

***Bell for the break will be rung by Side Manager at 11.50am.***

**Hot water is now 'on tap' in the alfresco area for the pre-game drinks and for lunch if required. One urn will be in use inside for lunch.**

**Duty rink will have set out recyclable cups, coffee, tea, sugar, teaspoons, stirrers and rubbish container prior to the game in the alfresco area for the pre-game drinks and also inside for the lunch break and have placed rink numbers, rubbish containers and serviettes on tables.**

**Check there is adequate supply of cups, tea and coffee making items in the alfresco area after the pre-game drinks. Remove cups from sleeve if required.**

**Check water level in urn and turn up to 95 deg.**

**Put two milk containers out near the instant hot water and urn.**

**Bring lunch trolley from cool room.**

**AFTER -**

**Clear away drink making items from alfresco area and inside.**

**Wash teaspoons and rubbish containers and return to cutlery drawer and cupboard under servery window for rubbish containers.**

**Discard milk in jugs if used and wash. If cartons are open, make sure they have lids and mark with date opened.**

**Return coffee, tea, sugar, stirrers to drawer or cupboards.**

**Return unused recyclable cups to corner cupboard under microwave.**

**Return serviettes to cupboard above cooktop and rink numbers to box on bench under Honour Board.**

**Return trolley to passageway.**

**Wipe tables and bench top inside and in alfresco area.**

**Check urn is turned off.**