

St. Andrew Gym (Wrigley)



St. Andrew Gym (Location)

St. Andrew Gym Volleyball Shift

Address:

[1648 W Addison St, Chicago, IL 60613](#)

Google Maps:

[Saint Andrew School Gymnasium](#)

Staff can park for FREE in the lot next to the gymnasium.



St. Andrew Gym (Set Up)

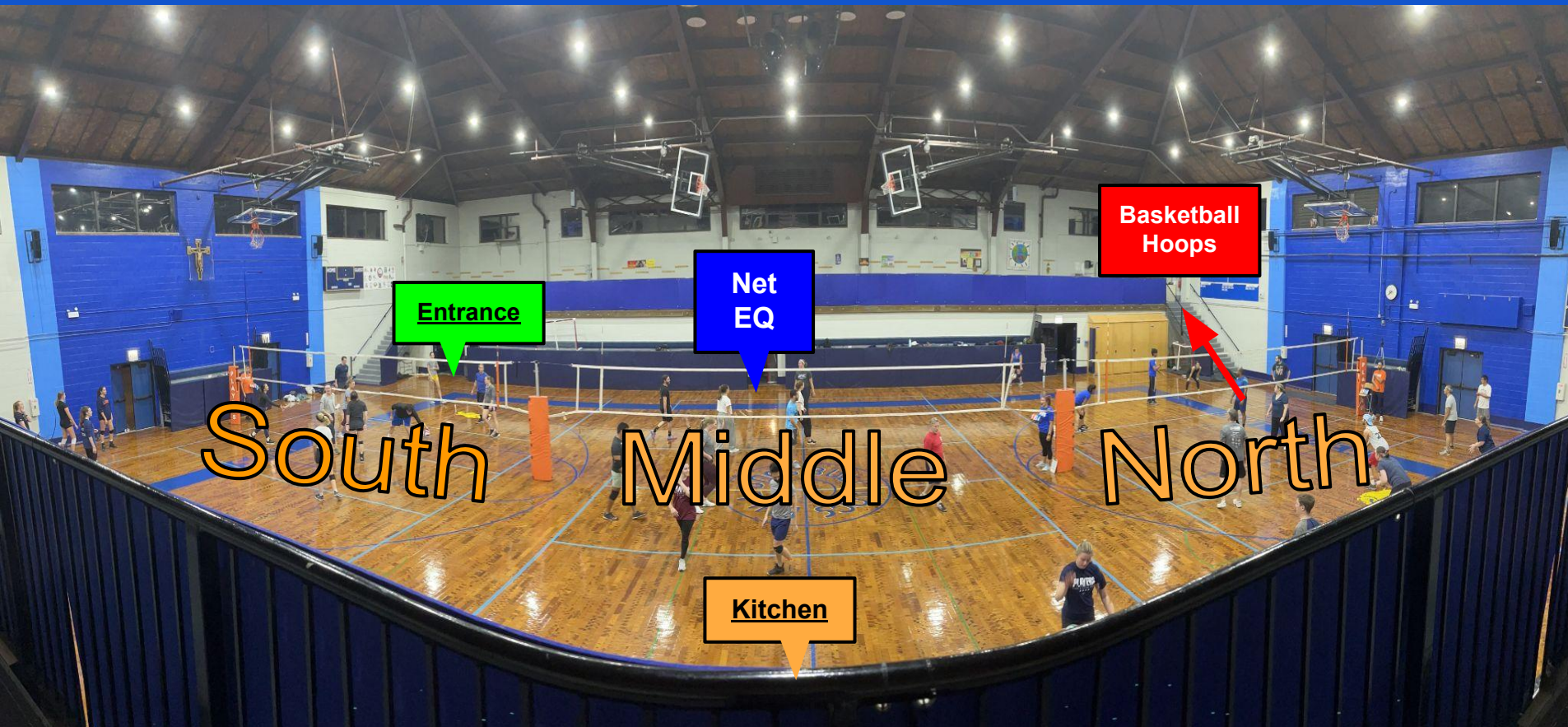
Staff Set Up Procedure:

- Once inside, please begin setting up the nets. You are paid extra for setting up.
- Scoresheets and scoreboards will be ready for you from the Supervisor.
- Lower the Basketball Hoops with code sequence:
 - 4321
 - 2
 - 03
 - Raise or Lower
 - 99 to end

Specific St. Andrew Facility Rules:

- Players Sport & Social Group customers are NOT allowed to enter the gym until 7pm.
- The balconies are 100% not to be accessed. Staff will have to retrieve balls that go up there.
- Absolutely no alcohol in the gym.
- Clean up after customers, we are guests in this gym! This means all garbage, food, or disposable water bottles.
- Place left items in the lost and found in Kitchen Storage

St. Andrew Gym (Court Layout)



St. Andrew Gym (Kitchen Storage)

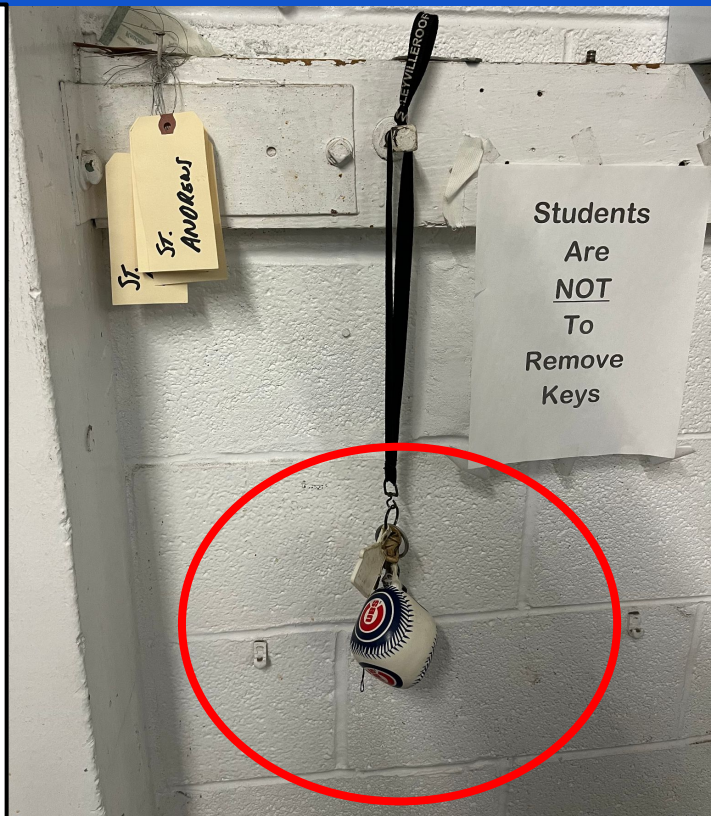
St. Andrew Gym Equipment Storage (Kitchen)

- Antennas
- Clipboards
- Scoresheets
- Whistles
- Pens
- Balls
- Ball Pump
- Flip Scoreboards



St. Andrew Gym (Kitchen Storage)

- Key for Floor Pole Covers
- Key for Outside Doors
- Light Switches
- DO NOT REMOVE FROM GYM
- Always put the keys back once your are finished



St. Andrew Gym (Net Storage)

North Net

Middle Net

South Net

Poles

Height Crank



St. Andrew Gym Equipment Net Storage

- 3 nets (North, Middle, & South)
- Poles (labeled 1-4)
- Pole pads (4)
- Net Height Crank (Black)

St. Andrew Gym (Tear Down)

St. Andrew Gym Tear Down Procedure:

1. Make sure all customers exit the gym.
2. Place all poles, nets, pads, cranks in the Net Storage room.
3. Place all scoresheets, scoreboards, clipboards, pens, and balls in the Kitchen Storage room.
4. Ensure all outside doors are locked.
5. Place facility keys back in Kitchen Storage.
6. Turn of lights.
7. Staff exits Gym.
8. Upload all scores immediately after shift.
9. Report all issues to coordinator.