

# VCCC Wattle Grove Clubrooms

## Operation of electrically operated front gate.

The front gate to the Wattle Grove site is now electrically operated. The gate is also under CCTV surveillance that will detect the approach of a vehicle and / or pedestrian and commence recording.

### Normal Operation

1. To access the site, you will require an access code. This code will be logged so we know who has opened the gate.
2. To open the gate, go to the key pad on the left hand front brick pillar.



3. Touch any part of the key pad lightly to “wake it up”. The numbers will then then light up (Blue) and the pad is ready to receive your code.
4. Note: the keys are capacitive - like your smart phone or iPad - so you do not need to press heavily . A light touch or “hover” will select the number - indicated by a beep.
5. Type in your code (including the #) and the gate will open.
6. If you are entering for yourself then simply proceed and the gate will **Auto Close** after 20 seconds.
7. If you are first in on a Club day (eg a meeting when many people are expected) then you want the gate to stay open. Before the gate starts to close, go to the camera pole inside. On the back is a key switch. Turn the switch to the right. This will cause the gate to remain open.



8. If the gate has closed before you operate the key, press the green button above the key switch to re-open the gate.
9. When leaving the site if the gate is closed, as you approach the gate (opposite the camera pole) your vehicle will be detected and the gate will automatically open.
10. If the gate has been selected to remain open, and you are the last person leaving, stop opposite the camera pole and using the key switch return the switch to the vertical (Auto) position.
11. After you have driven through out please stop in the driveway . 20 Seconds after you have cleared the photo beam across the driveway you will see the gate start to close. Once the gate starts you may leave.

## Manual Operation

1. In the event of a power failure or other malfunction and it is required to open or close the gate, please contract a member of the Mtg committee to obtain access to the manual override key from the key box located on the camera pole.



2. Remove the key and go to the gate motor operator. Insert the key into the lock at the bottom left hand side and unlock the clutch lever. Pull the clutch lever out fully.



3. The gate may now be rolled open or closed. The clutch should now be re-engaged and the key returned to the key box.