



Established 1969
balmainfootball.com.au

Coaches & Managers Information: 2017



Community

Participation

Achievement

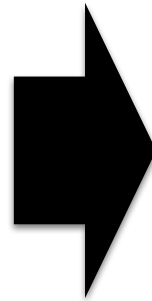
This year at Balmain



A community based club that encourages participation and celebrates achievement at all levels

2580+ Players

4 - 70 years old



210 teams

All Abilities
Tiny Tigers
Juniors
Youth
Over 35s & 45s

330+ Coaches & Managers

30 Age Coordinators

11 Executive Committee members

managing across 8 sub-committees

Development

Operations

Comms

Finance

Registration

Grounds

Volunteers

Sponsorship

2017 Sponsors



Ultra Football Partnership



- 3-year sponsorship and supplier arrangement
- 2017 shirt, shorts, and socks provided at no additional cost to members or club
- Members own full kits, and will need to order replacement items in future years
- New BDFC shop
- 10% discount on all Ultra Football apparel
- Members order their own kits, **but this has not been easy**
- Club provided kit volume estimates in October and confirmed sufficient quantities were in stock, **but UF have had some stock shortages**



Ultra Football Kit Fulfilment Update



- Over 1,600 orders have been fulfilled
- Ultra Football forecasting was insufficient and stock shortages exist in some categories
 - Socks expected within 2 weeks
 - Shorts expected within 2 weeks
 - Jerseys fulfilment is TBC
- Unavailable items will be added to the store allowing players to complete orders using a Back-Order process
- Tiny Tigers kit ordering to commence in early April

Manager Actions

- ✓ Ask players to order kits ASAP – all stock should be available for purchase
- ✓ Audit team readiness for Round 1
- ✓ Send kit requirements to playerstrip@balmainfootball.com.au by Wednesday 29 March
- ✓ Pick up kits at Callan Park on Friday, 31 March from 4:00 – 9:00 (Managers and Coaches only)
- ✓ Contact playerstrip@balmainfootball.com.au or visit the FAQs on the club website.

Scheduling



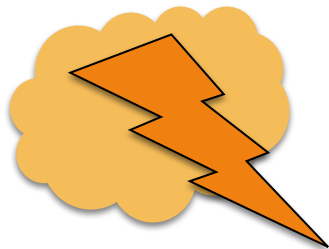
Being across the schedule for training and matches and sharing these is key to keeping the team on track

Training

- Training is the same place and time each week.
- Training schedules can be found in the manager resource area of the [Balmain DFC website](#)
- Keep an eye on ground status if its raining and update the team if grounds become closed.

Matches

- Match schedules are found on the CDSFA system [Compman](#)
- Changes can be made close to the day of the match so its important to re-check the schedule each week



About wet weather

Rain alone doesn't stop play, but when there is risk of damage to pitches or injury to players, grounds may be closed by the local councils, clubs or referees.

- The Club will provide updates via social media, web updates and Teamstuff for wet weather closures of Training & Home Games as soon as they are known
- For weekend matches on away grounds, updates are posted by [CDSFA](#). If a field does not have CLOSED against it then it is deemed OPEN
- It also pays to check [local council](#) hotlines or websites for the most up-to-date to date ground status.

Beware:

During wet weather, grounds may be closed at any time- even once you have arrived or started a match.

Match day management



Match days don't have to be stressful, with a bit of planning and preparation

Before the match

- Match date, time and location is correct and communicated to the team
- The match sheet is printed
- You have all the player cards
- You have your own coach or manager card
- You have enough of your own or borrowed players to form a team
- You have a match ball

Before start of play

- The match sheet is completed with your own and any borrowed player names, FFA & shirt numbers
- Match sheet is provided to the opposition and the referee
- Match officials are paid and their signatures collected on the Match Official Payment form
- Players are handed their ID cards for checking by the referee

After the match

- Match sheet is signed by the referees and opposition manager
- Player cards are returned by the referee- make sure you count them on return
- Match sheet is returned to the club

About ID cards

- CDSFA has a strong policy of no card no play
- Even if a player appears on the match sheet, if there is no physical card at the match, the player cannot take the field
- Coaches and Managers must wear their own ID cards to be allowed in the technical area
- Only officials and a maximum of two from each team are permitted in the technical area at any time
- It is the managers responsibility to ensure there is a card for players and officials at the start of the match and to collect all cards at the end.
- Referees are under the strictest instructions to enforce the rules on player and official ID cards
- Please refrain from harassing them about the application of these rules.

Match sheets



A match sheet is required for all games involving teams U8 upward. They are a record of the match including details of all players, scores, red and yellow cards and any injuries. They are used by all club's to record results and drive any required disciplinary actions

How do I get them

Home teams are responsible for producing the match sheet at the game
Balmain teams can access their match sheets each week by Friday midday via:
[Manager Resource page](#)

What do I need to do

Home team managers:

- Ensure all team and borrowed players are entered on the sheet with their FFA & shirt number
- Provide the sheet to the away team to complete their team's details
- Provide to the referee to check and retain through the match
- Sign that results are correct at the conclusion of the match
- Return to the club's drop off point by Sunday afternoon of the weekend the match was played

Match sheet drop off

- Callan Park Sat & Sun until 5pm
- Birchgrove Oval Sat only until 1pm
- Easton Park Sat & Sun until 1pm

Recording away results

- Away results may be recorded:
- in TeamStuff or by
 - Dropping a copy or the bottom portion of the match sheet at one of the drop off locations

Match Officials

Referees and assistant referees



Referees and assistant referees are provided for all games from U10 upwards

Paying match officials

- Managers of both teams in a match pay the match officials prior to the start of the match
- Balmain manage referee payments on a reimbursement basis
- Match Official Payment form must be completed and signed by all officials paid
- Referees do not carry change, so it is important to bring the correct money to the match
- All match official payment forms and online reimbursement requests can be found on the [Manager Resource](#) page of the website

Reimbursement

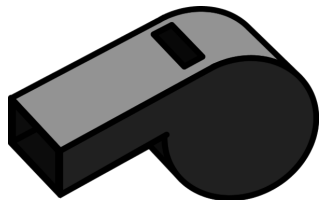
Managers can claim reimbursement of match official fees by:

- Completion of the online [Match Official Reimbursement request](#); or
- Submitting a scanned copy of your match official payment sheet along with a Manager Reimbursement request to accounts@balmainfootball.com.au

When there is no supplied referee

Sometimes, there are not enough referees to cover all matches. When this happens:

- The home team is responsible for supplying a referee
- The away team must agree to the person nominated
- Non-appointed referees are not paid for officiating the match



A special mention for our match officials

- Referees are often young, sometimes inexperienced and always human. Like all of us they can and do sometimes make mistakes
- The availability & retention of referees is often impacted by the negative and inappropriate ways they are sometimes treated by players, spectators and team officials
- Be kind and respectful to referees and be a role model for the way they should be treated.

Coaching at Balmain



Balmain DFCs 2016 strategic review identified the need for greater support of the club's voluntary coaches.

The club's 2016 annual survey and coaches review highlighted the following:

Some of the stats

- 40% of respondents from junior teams & 50% from senior teams felt that coaches were not well supported by the club
- Coaches indicated there was a lack of alignment and communication between the development squad and graded division one coaches

Some of the comments

- *"Lack of support for the Balmain coaches"*
- *"No paid coaches visited the teams"*
- *"The volunteer coaches need more help"*
- *"Lack of field space for older teams"*

In response, the Club has introduced a package of new support initiatives

Coach Support



New coaches webpages

- FFA & NSW age appropriate coaching plans in the public section;
- Development Coaching plans for each week of the season in the 'Coach Only' password protected section
- Additional coaching material and other training resources in the 'Coach Only' section
- Links to Kanga Cup, State Cup and CDSFA

Visits by professional coaches

- Development Squad Coaches will be attending each training ground twice during the season.
- They will attend between 3.30pm to 7.30pm.
- The schedule is in the 'coach only' area of the website.
- They will conduct a team training session with individual teams of approx 15-20mins.
- The session will be based upon that week's development squad session

Coach mentoring

- Available for new coaches
- Each mentor coach will receive a free subscription of Soccer Coach Weekly for six months, paid for by the club
- If you think you would benefit from having a mentor or you are able to support the program by mentoring– contact nigelrobinson.soccer@gmail.com or 0414 847 101.

C licence

- Two coaches each year will receive a payment for the C licence.
- Coaches can apply for half of the fee at the completion of the course (ie awarding of the licence) and half after a further year of coaching at Balmain.

Ground Official Duty



It is a CDSFA requirement for clubs to provide a ground official for each of their home grounds upon which a match is being played. Each year, all BDFC teams are asked to provide 6-7 adult volunteers to complete ground official duty for one morning or afternoon. The ground duty schedule for all teams is issued at the start of the season and our team managers are asked to coordinate the volunteers for their team

Organising

- Teams are rostered for one morning or afternoon at a time that does not conflict with their scheduled match
- Players or parents should be advised of their rostered day as early in the season as possible to allow them to schedule into their plans
- Creating 2 hour time slots across the various grounds means the task can be completed within a small amount of time if all the team puts in
- The club will send a reminder to managers two week prior to their scheduled date requesting the names and contact details of the volunteers who will attend on the day

Duties on the day

Ground officials support the game by:

- Making themselves known to the referee before the start of the match
- Ensuring that spectators stay behind ropes and fences and do not enter the field of play
- Ensuring that the area behind the goal is kept clear at all times
- Ensure that no persons including coaches and managers enter the field of play until signalled by the referee
- Assisting the referee if requested
- Ensuring that the consumption of alcohol or smoking does not take place in the immediate vicinity of the playing field until after the completion of the last match.

Locations for ground official duty

Ground official volunteers are required in the following locations

Callan Park : 2 volunteer
Glover Street: 1 volunteer
Easton Park: 1 volunteers
Birchgrove Oval: 2 volunteers

Communications



There are plenty of team sport apps that can help streamline the process of managing a team. We chose [Teamstuff](#) because it's free, has no adds, is easy to use and we believe having a single App that all our teams use makes life simpler across the board:

For players & parents

- A single App across all members of the family
- See all scheduled training and games- in either the app or fed into your calendar
- Automatic notifications and reminders of training and matches
- Instant alerts for last minute changes

For managers

- Manage player details, availability, training schedules, game info, results & comms from a single App.
- Set up automatic reminders for all events
- On hand access to all players email & contact details
- Make changes from any device, anywhere- taking a lot of the work out of managing your team

For Club

- Allows Club wide communications
- Match and wet weather updates
- Enables invites to club wide events

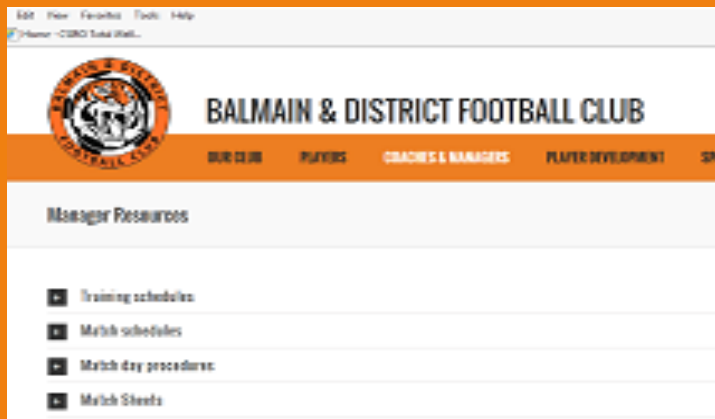
How will I get Teamstuff

The Club will update team names, coaches and managers in Teamstuff once they have been finalised in March. Team managers are able to add, delete and move players to reflect changes to their teams for 2017.

When you need information or help?



Our website



<http://www.balmainfootball.com.au>

Our website has been completely refreshed:

- Contains all information required by managers and coaches
- Now contains a coach only area with the club's development training plans and additional resources to support coaches

Your age coordinator



Executive Committee & sub-committees



Development

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Coaches & Managers night



Finally, when it's all about you...

Join us for a night of celebration

Balmain & District Football Club

Coaches & Managers night

Venue to be confirmed

7pm on 17 June 2017



Questions?