



Coaches & Managers Information: 2018

Established 1969

balmainfootball.com.au



Community

Participation

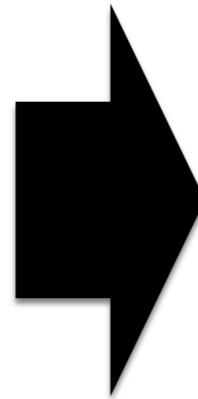
Achievement

This year at Balmain



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

2500+ Players
4 - 70 years old



Over 200 teams
All Abilities
Tiny Tigers
Juniors
Youth
Over 35s & 45s

350+ Coaches & Managers

30 Age Coordinators

11 Executive Committee members
managing across 7 sub-committees

Development

Female
Football

Comms

Finance

Registration

Grounds

Sponsorship

Getting ready: Ultra Football Kit 2018



- Now in the 2nd year of a 3-year sponsorship and supplier arrangement
- New players received a \$50 credit to purchase their kit
- Returning members received a \$15 credit to top up their kit



Manager Actions

- ✓ Audit team readiness for Round 1
- ✓ Contact playerstrip@balmainfootball.com.au or visit the FAQs on the club website.

Staying out of trouble- Eligible players



Playing up or for another division

- Rules for using players from another team are complex
- There are restrictions on the age, grade and number of players who can be used as substitutes
- There are also rules about how many times a player can play up in a higher division or age group.

Incorrect match sheet records

Common problems on match sheets are:

- Too many players
- Ineligible players
- Players who are not playing or suspended and not struck off the sheet.

- There is a maximum number of players that can be listed on the team sheet
- There is a maximum number of players that may be brought up into a higher graded or different age group
- These rules differ by age

Match officials do not check eligibility.

Team managers & individual players are held accountable for eligibility

[See the Rules of Association](#)

What can go wrong?

CDSFA review match sheets each week & detect ineligible players. Where ineligibility is detected:

- The game is awarded to the opposing team
- The team losses 3 additional competition points
- The team is fined an additional registration fee
- An adult player deemed ineligible is suspended for a minimum 2 matches, but 12 months if they were already ineligible through a disciplinary issue.

Staying out of trouble – Ground Officials



A ground official (wearing an orange vest) must be present at each match:

- Ground officials are provided for each of Balmain's home matches played at our home grounds
- If no volunteer ground official is present you must provide a substitute
- For home matches played at away venues you will need to provide your own ground official

What can go wrong?

- The referee may not allow play to start
- The home team can be fined more than \$110 by CDSFA for each match this occurs
- Where issues with the game lead to judiciary proceedings - the absence of a ground official is distinct disadvantage

Staying out of trouble- The technical area



Permitted in the technical area

A maximum of TWO team officials are permitted in the technical area regardless of the age group:

- Must be wearing a high viz vest
- Must display a current season Team Official ID card

Only players entered on the match sheet are permitted in the technical area

Not permitted in the technical area

- Sick, injured, surplus, suspended or banned players
- Additional team officials above the maximum of 2
- Player's or Team Official's children, partners, friends or animals

What can go wrong?

- The referee may not allow play to start
- It can create issues for the ground officials trying to apply the rules for the technical area
- The home team can be fined by CDSFA for each match this occurs

Staying out of trouble-



Player cards

- U12 and over: Cards must be provided to the referee. No card no play
- U10 & 11s must present a card ONLY if playing up in an under 12s team, but advised to take ID cards to all games
- U8-11 Cards are not required at the match

What can go wrong?

Players who require a card will not be permitted to take the field if their card is not at the ground- no exceptions.

Out of bounds

- Warming up behind the goal is not allowed
- Warm up in the goal area is not permitted for night matches

What can go wrong:

- Your team will be fined by CDSFA
- If a night time venue offence- you will be banned from night fixtures

Scheduling

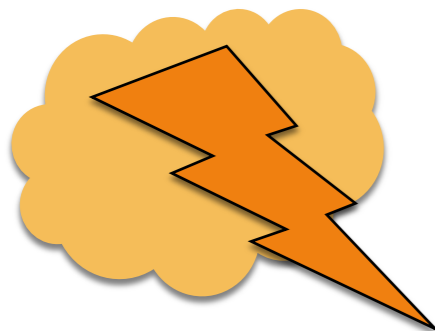


Training

- 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



Wet weather procedures

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 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



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

- ID cards must be presented for all players in U12 and above matches
- 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 team officials are permitted in the technical area- a maximum of two officials from each team

- 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 via iCompman
- Separate links and login details will be provided to team coaches and managers for match sheet printing prior to Round 1

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

The Home team is responsible for returning the master version of the match sheet

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:

- [Electronic form](#)
- 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

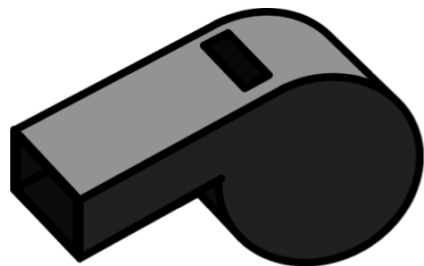
Managers can claim reimbursement of match official fees by:

- 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 match official

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 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.

Mandatory volunteering



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

Team Communications



There are many team sport apps that can help streamline the process of managing a team.

In the past we've recommended TeamStuff. However, there is no simple process for the Club to update the membership of each team from one year to the next.

While we still strongly support the use of an App to make your life easy, this year we have made the decision to allow you to choose which App is best for your team and to complete the set up once your team members are known.

Why you should use an App

For players & parents

- 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,

Coach Support



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

Professional coaches for non-graded teams

- Paid Development Squad Coaching sessions are available upon request. They will be held at Glover Street on a Friday afternoon. Contact matteo@balmainfootball.com.au

Coach mentoring

- Available for new coaches
- 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

- Balmain volunteer coaches can apply for fee assistance to complete a C-Licence coaching course

When you need information or help?



Our website 





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



Our website contains

- All information & links required by managers and coaches
- A coach only area with the club's development training plans and additional resources to support coaches

Your age coordinator

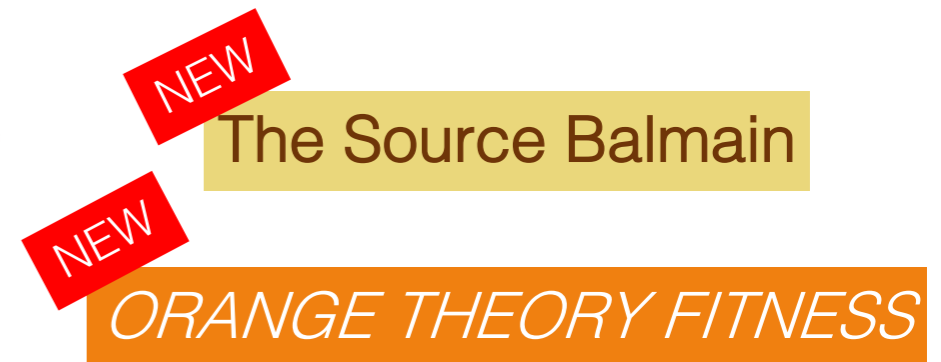


Executive Committee & sub-committees



Development	Comms	Finance
Registration	Grounds	Sponsorship

2018 Sponsors



Coaches & Managers night



Save the date...

Join us for a night of celebration

Balmain & District Football Club

Coaches & Managers night

UTS Haberfield Rovers

7pm on 16 June 2018



Questions?