

Singleton Strikers

Football Club



2018 Junior Club Manual

*For all coaches, managers, parents
and players in our junior teams.....*

Club Manual Published – 20 March, 2018.

SINGLETON STRIKERS FC JUNIOR COMMITTEE 2018*Executive Committee:*

PRESIDENT	Mark Henderson	0417 445 233
SECRETARY	Gaylene Poke	0438 331 240
TREASURER	Tim Slater	0428 442 146

Junior Committee Members:

ASSISTANT SECRETARY	Kylie Hannigan	0428 862 755
SENIOR VICE PRESIDENT	Steve Proudlock	0477 320 511
JUNIOR VICE PRESIDENT	vacant	
CANTEEN OFFICERS	vacant	
ASST. CANTEEN OFFICER	vacant	
REGISTRAR	Matt Creagh	0468 544 773
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GEAR STEWARD	vacant	
GROUNDSMAN	Wayne Newton	0457 713 613
PUBLIC OFFICER	Michael Dean	0417 252 354
SPORTS COUNCIL REP	Mark Henderson	0417 445 233
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COACHING COORDINATOR	Ryan Guihot	0437 544 938
MINIROOS COORDINATOR	Melanie Lalewicz	0419 481 006
PUBLICITY OFFICER	Bernice Campbell	0418 472 249

Club contact details:

Address	PO Box 29, Singleton NSW 2330
Website	www.singletonstrikers.com.au
Email	ssfc1@outlook.com.au
Facebook Group	https://www.facebook.com/groups/singletonstrikers/

Please consider a committee position, all contributions (large or small) not only benefit the club, your child, their mates and your friends also profit from your generosity.

The committee is here to help you, if we don't know about a problem we cannot fix it! Please feel free to contact us to discuss any issues or questions you may have.

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1. MONTHLY JUNIOR COMMITTEE MEETINGS

VENUE: Club Singleton, Pitt St, Singleton
TIME: 7:00PM (Sharp)

This seasons six meeting dates are 11/4, 9/5, 20/6, 25/7, 15/8 and 5/9/2018 (AGM)

Each team must have at least **ONE** representative attend each meeting. This person can be you, the coach or a nominated parent of the team. It is essential to attend these meetings to gain information relevant to your team and to voice your opinion.

Fines for non-attendance will be enforced.

2. CODE OF BEHAVIOR

The manager and the coach are responsible for encouraging good sportsmanship and fun rather than win at all costs. The manager is to report any offensive behaviour to the committee and to encourage parents and players to set good examples of sportsmanship during training and matches.

Following are the code of conduct for all Players, Parents, Coaches and Managers. Please make all members of your team aware of these rules and inform the committee if any issues arise during the course of the season.

During the past years we have found that rewarding children with cash or gifts when they score a goal encourages some children to forget about their teammates. Some children become so obsessed with scoring that they begin to “hog” the ball. This behaviour brings a lot of unwanted resentment from the other children and parents and can easily be avoided if each child is taught that each win or loss came from a team effort. Therefore, any incentives that you may want to give out must be approved by SSFC Junior Committee.

At all times our club code of behaviour should also be read with the FOOTBALL FEDERATION AUSTRALIA NATIONAL MEMBER PROTECTION POLICY - Effective from 21 December 2012. This document can be found at [http://www.myfootballclub.com.au/fileadmin/user_upload/FFA -
_Member_Protection_Policy.pdf](http://www.myfootballclub.com.au/fileadmin/user_upload/FFA_-_Member_Protection_Policy.pdf) (as of 05/10/2018).



CODE OF CONDUCT

Coaches and Managers

“As an organisation, it is our responsibility to promote a commitment to ethical and professional behaviour and outline consistent guidelines for an acceptable standard of conduct.”

- ❖ *Remember that young people participate for pleasure; winning is only part of the fun.*
- ❖ *From 2015 onwards all persons wishing to coach or manage a junior team at the SSFC will be required to complete a working with children check, even if you have a child playing in the team.*
- ❖ *Never ridicule a player.*
- ❖ *Be reasonable in your demands on players’ time, energy and enthusiasm.*
- ❖ *Operate within the rules and spirit of your sport and teach your players to do the same.*
- ❖ *Ensure that the time players spend with you is a positive experience. All players deserve equal attention and opportunity.*
- ❖ *Avoid overplaying the talented players; the average kids need and deserve equal time*
- ❖ *Ensure that equipment and facilities meet safety standards and are age and ability appropriate.*
- ❖ *Display control, respect and professionalism towards anyone you come into contact with. Encourage players to do the same.*
- ❖ *Show concern and caution toward sick/injured players. Follow physicians advice re recommencement of training/playing.*
- ❖ *Obtain appropriate qualifications and keep up to date with the latest Coaching techniques.*
- ❖ *Any physical contact with a young person should be appropriate to the situation and necessary for the player’s skill development.*
- ❖ *Respect the rights, dignity and worth of every young person regardless of their gender, ability, cultural background or religion*



CODE OF CONDUCT

Parents

“If children are to develop basic skills and experience the fun of playing sport, they require thoughtful and practical adult assistance.”

- ❖ *Remember that children play sport for **their** enjoyment.*
- ❖ *Encourage children to participate, do not force them.*
- ❖ *Encourage your child to always play by the rules, and that disagreements should always be settled without hostility or violence.*
- ❖ *Focus on the child’s efforts and performance rather than winning or losing. Never ridicule your child for losing or making a mistake.*
- ❖ *Remember that children learn best by example. Applaud good play by your child’s team or by the opposing team.*
- ❖ *Show appreciation for volunteer Coaches, Managers and Club Officials. They give their time and resources for the benefit of the children.*
- ❖ *Respect Referees and Officials decisions and teach your child to do the same. Never publicly question a Referee’s judgment or honesty.*
- ❖ *Support all efforts to remove verbal and physical abuse from children’s sporting activities.*
- ❖ *Have realistic expectations of your child and his/her team – do not expect more than they can give.*
- ❖ *Respect the rights, dignity and worth of every young person regardless of their gender, ability, cultural background or religion.*



CODE OF CONDUCT

Players

“It isn’t whether you win or lose, it’s how you play the game.”

To ensure that everyone has a successful and enjoyable time during the Soccer season, your attention is drawn to the following:

YOUR RESPONSIBILITIES AS A TEAM MEMBER:

- ❖ *Play by the rules.*
- ❖ *Never argue with the Referees decision.*
- ❖ *Control your temper – Verbal abuse and improper gestures are not permitted.*
- ❖ *Work equally hard for yourself and your team – your team’s performance will benefit, so will you.*
- ❖ *Be a good sport. Applaud all good plays!*
- ❖ *Be friendly to all participants.*
- ❖ *Co-operate with your Coach, team mates and opponents – without them there would be no competition.*
- ❖ *Remember — have fun and enjoy learning new skills!*
- ❖ *Be willing to train and be prepared for each game. Preparation helps prevent injury and increases enjoyment levels.*
- ❖ *Play only when you are fully fit. Don’t risk it!*
- ❖ *Dress neatly at all times.*
- ❖ *Be responsible — you represent your family, your school, your club, your Association and above all else, the game of Soccer.*
- ❖ *Show respect for the rights, dignity and worth of everyone. Displays of vulgarity are not acceptable in any form.*

3. PLAYER EQUIPMENT

All children must wear **SHIN GUARDS** to both matches and training.

THIS RULE IS A REQUIREMENT OF THE HVFA AND IS COMPULSORY FOR ALL PLAYERS.

Club shorts and socks are available to purchase from Singleton Sportspower. Due to health regulations, children must use their own drinking vessel. During all matches, children are not allowed to wear baseball caps, earrings, watches or any other item that may cause injury to another player or themselves. The referee has final judgement on the suitability of the taping and has the power to ask any player to leave the field to correct their attire.

If players wish to wear skins then the colour of the garment must conform to the predominant colour of the playing strip. This is a FIFA rule, not a club rule. Therefore for SSFC skins must be Maroon. Singleton Sportspower have these in stock.

4. LAUNDRY

Team shirts are to be collected after each match and distributed by a roster system so every child/parent will have a turn at washing the shirts. The shirts should be counted to ensure the correct number has been returned.

PLEASE NOTE: THE SHIRTS ARE TO BE WASHED IN COLD WATER ONLY, “**NOT IRONED**”, AND RETURNED TO THE NEXT TRAINING SESSION.

This will avoid any unnecessary problems on match day if the Coach or Manager is responsible for bringing the shirts to the game.

CLUB SHIRTS ARE NOT TO BE GIVEN TO INDIVIDUAL CHILDREN TO WASH (FEMALES EXEMPT).

CLUB SHIRTS ARE NOT TO BE WORN TO TRAINING SESSIONS, AND SHOULD ONLY BE USED AT CLUB MATCHES AND AUTHORISED GALA DAYS.

Female Players are permitted to retain their jersey for **the duration of the season** provided that a parent acknowledges receipt of the shirt via a signature on the form provided. Parents will then sign the jersey back in at the completion of the season. It is the team manager’s responsibility to obtain these signatures and have the shirt returned. Players who do not return their jersey will be charged a \$50.00 fee for replacement.

5. HALF TIME REFRESHMENTS

If your team wishes to provide oranges at half time, then a roster system with each child taking a turn at supplying the oranges seems to work most fairly.

6. START TIME

All children should be at their designated field no later than 30 minutes prior to the match start time. This allows the coach and manager adequate time to organise the team. To avoid parents getting lost, some parents arrange to meet beforehand and travel in a convoy.

7. HOME GAMES

If your team is the first game on a particular field, you will be required to set up the goals, nets and corner posts. **PLEASE REMEMBER:** Not all first games commence at 9:00.

The last team to play on each field is responsible for packing away all club gear.

A roster will be distributed for “**SETTING UP AND PACKING AWAY**”. If in doubt on the day ask the ground official (orange or yellow vest) or a committee member.

8. CANTEEN & GROUND OFFICIAL DUTY

We have a great facility at Alroy Oval, which is well patronised each week by both SSFC members and their families. The canteen provides a large range of food and refreshments, which benefits the members of the club and their supporters. **HOWEVER**, this can only continue if the parents of your team are prepared to take their turn behind the counter and BBQ.

The requirement for these duties is 2 people for Canteen, 2 people on BBQ and 2 people for Ground Official.

Ground Official Duty will also be rostered alongside canteen duty.

Teams rostered on Duties are required to be present at Alroy no later than 15 minutes before their allotted time.

When a team does not complete their rostered duty, it not only lets down the club, but also causes another team to complete more than their share of the work. Fines will be enforced for non-attendance and the canteen closed for the period of that duty.

REMEMBER – NO CHILDREN UNDER THE AGE OF 14 ARE PERMITTED IN THE CANTEEN. NO EXCEPTIONS AT ANY TIME, FOR ANY REASON.



GROUND OFFICIAL RESPONSIBILITIES

1. **APPROPRIATE INSIGNIA** [i.e. supplied Ground Official vest] is to be worn and Ground Officials must be available for the duration of the fixture they are appointed to as well as 30 minutes prior and 30 minutes after a fixture.
2. **KEEP GOOD ORDER AT GAMES** Spectators behind the line around the inside of ground, or at least 3m from field; Coaches, players on/near the bench – not walking up and down coaching/warming up (especially if Referee requests assistance); no abuse of Referee, players etc; Players sent off to leave the field and benches area; Escort Referee and Assistants if required (especially in escalated game); Ensure games run on schedule (advise Referee prior to game); Responsible for the good order and conduct of the fixtures being played on the day.
3. **ANSWER ANY QUESTIONS** asked by Referee, Coaches, Managers, Parents, Players, Spectators etc; direct to correct field.
4. **ENSURE TEAMSHEETS** are left at a centrally located table prior to fixture (not to be taken away to the change room), ensure teams have filled them in correctly, and the Referee returns to table after match.
5. **ENSURE A REFEREE IS APPOINTED** in the event that no official Referee is present.
6. **ENSURE AMBULANCE OR POLICE** are called if required for serious injury or assault to players or officials and direct ambulance/police vehicle to location on arrival at ground.
7. **KEEP ALL PERSONNEL OUT OF GOALMOUTHS** between matches and half time breaks; keep all personnel away from behind goals during matches.
8. **BE TACTFUL AND POLITE, NOT CONFRONTATIONAL** in carrying out your duties. Try to be **PROACTIVE** by cutting off potential conflict before it can escalate rather than being **REACTIVE** after the event. **DO NOT BECOME PHYSICALLY INVOLVED IN ANY CONFLICT** - if you cannot deal with the matter by talking to personnel involved, call the Police to handle it.
9. **REPORT ANY UNGENTLEMANLY BEHAVIOUR TO YOUR CLUB SECRETARY,WHO MAY ADVISE ASSOCIATION IN WRITING OF SUCH REPORT/S.**
10. **REPORT** any bad behaviour to your Club Secretary, who may advise the Association in writing of such report/s.

9. TEAM SHEETS

Team sheets are usually found near the canteen of the ground where your team is playing. All players must have their name on the team sheet before the game commences. If you are playing a player from another team, that player's name must also be included on the team sheet. A note to indicate the borrowed player's team in brackets will assist the Association Registrar. If you cannot find the team sheet, please ask the Ground Official or an executive committee member.

DO NOT REMOVE THE OFFICIAL TEAM SHEET FROM THE ALLOCATED AREA. COMPLETE IT ON THE SPOT.

NB. RULES APPLY OUT OF GRADE AND OUT OF AGE

Please ask a club official if you are unsure of the rulings when borrowing players.

THE TEAM SHEET MUST BE COMPLETED IN BLOCK LETTERS USING BLUE OR BLACK PEN ONLY BY ONE PERSON ONLY. THE SAME HANDWRITING IS REQUIRED FOR EACH PLAYER ON THE SHEET.

Sample match sheets have been included for use as a guide. If in doubt please ask.

COMPETITION GRADES – 12 YEARS AND ABOVE

Ensure all players sign the team sheet beside their name before the commencement of the match. For players who arrive late, their name must already be written on the match sheet before reporting to the referee to sign next to their name **BEFORE** they are allowed to play.

REMEMBER TO WRITE EVERY CHILDS NAME EACH WEEK, WHEN COMPLETING THE MATCH SHEET – THIS WILL HELP TO AVOID ANY PROBLEMS IF A CHILD ARRIVES UNEXPECTEDLY.

The manager does not sign the bottom of the team sheet until the completion of the match and the referee has entered the score and noted the winner. If you agree with the result by the referee then sign the bottom of the match sheet, but if you disagree, you must do the following:

IMPORTANT – If you do not agree with the result, then **sign the match sheet in the disputes box** and contact club Secretary, within 2hrs of the completion of the match, so an appeal can be lodged on your team's behalf.



HUNTER VALLEY
FOOTBALL

Mini Roos Team Sheet: 9yrs - 11 yrs

Age Group: _____

Playing Date: _____

Venue: _____

Home Team

(Print Team Name)

Visiting Team

(Print Team Name)

Manager is to **PRINT** the surname and first name of each participating player.

	Name
1	
2	
3	
4	
5	
6	
7	
8	
9	
10	
11	
12	
13	
14	
Coach	
Manager	
	Goals Scored:

	Name
1	
2	
3	
4	
5	
6	
7	
8	
9	
10	
11	
12	
13	
14	
Coach	
Manager	
	Goals Scored:

Game Leader / Instructing Referee Name: (Print) _____

I certify that the players named above are registered FFA players

Managers Signature: _____ Managers Signature: _____

The completed team sheet must be received at HVFA office no later than 72 hours after the completion of the match fixture.

Office Postal address: - Unit 4/167 Vincent Street, Cessnock, NSW 2325



HUNTER VALLEY
FOOTBALL

Mini Roos Team Sheet: 6 yrs - 8 yrs

Age Group: _____

Playing Date: _____

Venue: _____

Home Team

(Print Team Name)

Visiting Team

(Print Team Name)

Manager is to **PRINT** the surname and first name of each participating player.

	Name		Name
1		1	
2		2	
3		3	
4		4	
5		5	
6		6	
7		7	
8		8	
9		9	
10		10	
11		11	
12		12	
13		13	
14		14	
Coach		Coach	
Manager		Manager	

Game Leader / Instructing Referee Name: (Print) _____

I certify that the players named above are registered FFA players

Managers Signature: _____ Managers Signature: _____

The completed team sheet must be received at HVFA office no later than 72 hours after the completion of the match fixture.

Office Postal address: - Unit 4/167 Vincent Street, Cessnock, NSW 2325

10. WASHED OUT GAMES

All wet weather ground closures for both Interdistrict and Zone Football Competitions can be viewed on the below link.

A reminder that we will no longer be using the 1900 numbers as of January 2017.

ALL GROUNDS Wet Weather Information:

<http://macquariefootball.com.au/wet-weather/>

This website is updated from 7.30am on the morning of the game.

We ask that the team manager or coach from each team check this website & forward the information onto their team members.

Coaches and Managers will be notified of rescheduled washed out games as soon as SSFC receives information from HVFA.

In the event that Alroy Oval is washed out a message will be posted on our Facebook Group Page, as soon as we have called the ground closed.

A convenient source of information relating to ground closures can be found on the HVFA website:

http://websites.sportstq.com/assoc_page.cgi?c=1-8218-0-0-0&SID=394693

11. TEAM INFORMATION

Email will be the primary method of contact with team officials. SSFC Facebook group page will be the primary contact method for the whole of the club. This will ensure that information is relayed promptly to all teams as soon as it comes to hand.

Please ensure that the Gaylene Poke, our club secretary, has your current email address and mobile phone number and also be sure to check it regularly.

12. COMPLAINTS

Complaints should be made in writing to the Club Secretary. They should be either emailed to ssfc1@outlook.com.au or handed to the Club Secretary personally. They can also be mailed to SSFC, PO Box 29, Singleton NSW, 2330 - remember that the mail only gets checked once or twice a week so this may delay a response.

In 2015 and beyond, Complaints will be dealt with by the **Protest, Disputes and Judiciary Committee**

There shall be a Protests, Disputes and Judiciary Committee, hereinafter called the PD&JC, which shall be a sub-committee of Management Committee. The convenor of this committee will be the Secretary and it will consist of the Vice-President, two (2) other members of Management Committee (appointed by the Executive) and two (2) Ordinary Members. The Annual General Meeting shall elect four (4) members (other than Management Committee Members) who will be eligible for appointment by the Executive to any meeting of the PD&JC of which the Vice-President shall be Chairman.

(b) The Management Committee shall have complete power (except where such power rests with the relevant District and State Football Associations) with reference to:

(i) Protests and/or disputes arising from disputes between Players, Coaches and/or Managers of the Club.

(ii) Fining, suspending or other disciplining of any Players, Coaches or Managers of the Club cited for misconduct and found guilty of a breach of Rules on or off the field of play.

(c) The Management Committee may require any member (Playing or Ordinary), Coach or Manager to appear before the PD&JC to answer any charge of misconduct or breach of Rules. Should any such person fail to appear, the matter may be determined in their absence.

(d) All protests, disputes and complaints:

(i) must be made in writing to the Management Committee and shall be accompanied by \$50.00 (except in proven extenuating circumstances). Except where the power to deal with these protests, disputes and complaints rests with the Management Committee as per clause (b), paragraphs (i) and

(ii) these matters will be heard by the PD&JC who will report their decision to the Management Committee. Should the PD&JC deem the matter to be frivolous; the \$50.00 will be forfeited to the General Fund.

(e) Decisions of Management Committee may be appealed against in writing within seven (7) days, to be heard at the next scheduled General Meeting and must accompany a bond of \$100, which may be forfeited if the appeal is found to be frivolous.

(f) Any decision of the PD&JC may be appealed against in writing within seven (7) days of such meeting or decision and must accompany a bond of \$100, which may be forfeited if the appeal is found to be frivolous. The Management Committee shall deal with any such appeal at their next meeting, and their decision shall be final.

13. PUBLICITY

Match reports are a great way to promote the achievements of each team at the club each week. Please keep the reports brief and ensure that the team's sponsors name is included. Provide a brief and positive summary of the game mentioning as many player's names as possible. Please do not mention results for Miniroos games..

Match reports should be emailed to the Publicity Officer, Bernice Campbell. Her email address is tbcampbell@bigpond.com prior to 6pm Sunday evening for inclusion in the newspaper reports.

All submitted match reports will also be uploaded onto the club website. There will be team pages set up for each team where match reports will be published as well as any other relevant information that a team would like to see on their page. The website will also contain additional information on the club's activities throughout the year.

We will also be looking to publish newsletters throughout the year so any good stories will be greatly appreciated, in particular funny stories about the teams or mum's and dad's, improving players, player profiles, or anything associated with the club. Your feedback will be most welcome.

For any information regarding publicity associated with the club or our club website, please contact Bernice Campbell or ssfc1@outlook.com.au.

Remember information about the club will be available throughout the year on the website: http://websites.sportstg.com/club_info.cgi?c=1-8218-110176-0-0 & www.singletonstrikers.com.au

And on our Facebook Group Page – **Singleton Strikers Football Club**

14. END OF SEASON AWARDS FOR UNDER 12 AND UP

Players Player

Competition grades nominate the player who has been most valuable during the season.

We suggest that each week the players of your team nominate 3 players using a 3 point system to record the names of the players who most contributed to that game. The manager should record each week's result and tally the totals for the final submission at the end of the season.

By using the 3-point system, a more accurate result can be determined and the player that deserves the award will be evident.

Most Improved

At the end of the Season club officials will ask coaches for their most improved player over the course of the season –this is to be selected by the coach.

Best and Fairest

At the end of the Season club officials will ask coaches for the best and fairest player – this is chosen by the coach but please remember that scoring goals does not necessarily qualify someone for this award – a lot of players are quiet achievers and work hard in other areas of the game – please take this into consideration when making your decision.

Junior Club Person of the Year

Junior Club Person of the Year is an award selected by the teams within the junior part of our club. It seeks to recognise the efforts of the person who has contributed a significant amount of time and energy to the club. This person is not necessarily a committee member but may be a coach, manager, parent or supporter of the club and the players. Currently each team has one vote with nominations taken at the end of the season.

15. INJURED PLAYERS

Injured player forms have been provided electronically, are available on the club website and are also kept at the Canteen. These should be filled in and returned to club secretary **as soon as possible** after the injury. The club is then required to forward these forms to the HVFA as soon as possible.

<http://huntervalleyfootball.com.au/wp-content/uploads/sites/12/2015/05/Injured-Player-Form-2018.pdf>

16. FORFEITS

If for any reason your team cannot play a game then contact our club's Secretary **by Wednesday night** by email with full match details to allow time to advise the HVFA of the forfeit. FRIDAY NIGHT OR SATURDAY MORNING is NOT acceptable.

17. GALA DAYS

Some clubs hold Gala Days throughout the season. The Club regularly communicates information regarding gala days. If your team wishes to attend a gala day please notify the club Secretary in writing stating date, venue and all players attending – this is a requirement so players are covered by insurance. Gala days are the responsibility of competing teams not SSFC e.g.: expenses, travelling, etc.

18. MEDICAL FORMS

Medical Information forms have been provided electronically and are also available on the club website. Please ask each Parent to fill out a medical form if their child has a medical condition that the club needs to know about e.g. Asthma, diabetes, allergies etc.

Please inform parents that this information will be kept confidential between the team coach, manager and club executives.

http://websites.sportstg.com/club_info.cgi?c=1-8218-110176-0-0

19. FINES

A \$50.00 team penalty will be applied for non-attendance at Monthly Meetings, Canteen Duties and Ground Official Duties. Non payment of fines will result in the offending teams' next game being forfeited by club officials.

If each person involved in our club gives a very small amount of their time for these duties the club runs smoothly and will continue to thrive.

20. TEAM PHOTOS

Team Photos will be taken the 5th & 6th June, 2018. As soon as times of team training sessions are confirmed a schedule will be given to each team and details posted on our website.

Teams must be present 20 minutes before their allotted time, fully dressed in jerseys, shorts, socks and boots. All players MUST attend and participate in photos however they are not required to purchase any photos if they do not wish.

If there are any problems with your scheduled time please let the Club know ASAP so that if possible we may arrange an alternative.

A copy of each team photo will be given to each team's sponsor.

21. RULES OF THE GAME

Coaches and managers must make themselves aware of the rules relating to the competition in which they are playing. The HVFA website contains links to documents outlining the rules and regulations.

www.hunintervalleyfootball.com.au

For competition grades (Under 12 to Under 18) Regulation D is the primary document outlining rules relating to the combined association competition in which we play. See “**Rules and Regulations**” on the menu bar.

For MiniRoos (Under 6’s to Under 11’s) there are a number of documents relating to the rules and also to the aims and concept of small sided football.

Go to <http://www.miniroos.com.au/> for more details.

22. CONTACTING THE COMMITTEE

Committee Members, Junior Coaches and Managers of Singleton Strikers Football Club are all volunteers. Therefore, unless through prior arrangement with the individual, please DO NOT visit any of these people at their place of work.

We would also request that communication with club officials is made at an appropriate time prior to 8.30pm.

If you have an urgent matter contact the Club Secretary (Urgent does not mean a draw enquiry etc.).

The Committee members are volunteers of our club and give a tremendous amount of time to ensure your children play soccer each week.

23. SSFC CLUB POLICIES

SINGLETON STRIKERS FOOTBALL CLUB

Smoke Free Policy

The **SINGLETON STRIKERS FOOTBALL CLUB** recognises that passive smoking is hazardous to health and those non-smoking club members and visitors have the right to be protected from exposure to tobacco smoke.

Accordingly, the following policy shall apply to all club facilities, functions, meetings and activities undertaken by the club and will apply to all members, officials, players and club visitors.

Facilities

All club facilities are to be completely smoke free and shall include:

- The social areas of the club, inclusive of bar, canteen, grandstand, toilets and storage area
- Player change rooms inclusive of warm up area, toilets and showers, and gear sheds..

Cigarettes will not be sold (including vending machines) at any time at or by the club.

At Alroy Oval, the designated smoking area is on the Koppers logs fence boundary in Blaxland Ave. and at Howe Park the designated smoking area is on the raised areas at the Northern & Southern ends of the park.



**NATIONAL CLUB
ACCREDITATION SCHEME**

Players, Officials & Coaches

Coaches, players, trainers, volunteers and officials will refrain from smoking and remain smoke free while involved in an official capacity for the club, on and off the field.

Functions

All club functions including social and fund raising events and meetings are to be completely smoke free:

- Ashtrays will be removed from all club facilities.
- Cigarette butt bins will be provided at outdoor locations for smokers to dispose of cigarette butts before entering/ re-entering smoke free areas at club facilities
- Smokers leaving the designated licensed area of the clubs social rooms will not be permitted to take alcohol from that area.

All club functions held away from the club facilities are to be completely smoke free and shall require an assurance from the venue management of compliance with the club policy before a booking is confirmed by:

- Removing all ashtrays from venue where function is to be held
- Enforcing a smoke free policy during the function
- Not selling cigarettes (including vending machines) at any time during the function.

Invitations and advertising for all functions, meetings and events will be promoted as smoke free.

Non-compliance

All club committee members will enforce the smoke free policy and any non-compliance will be handled according to the following process:

- Explanation of the club policy to the person/people concerned, including identification of the areas in which smoking is permitted
- Continued non-compliance with the policy should be handled by at least two committee members who will use their discretion as to the action taken, which may include asking the person/ people to leave the club facilities or function.

Policy Promotion

The club will promote the smoke free policy regularly by:

- Putting a copy of the policy in club newsletters, notice boards, website and printed member/player information
- Displaying a copy of the policy in the club social rooms
- Periodic announcements to members at functions.

The club recognises the importance of educating club members, particularly players, of the benefits of implementing a smoke free policy and will endeavour to provide information to assist this process.

The club will actively participate in the Australian Drug Foundation's Good Sports program with an ongoing priority to achieve Level 3 accreditation.

Policy Review

This policy will be reviewed annually to ensure it remains relevant to club operations and reflects both community expectations and legal requirements.

Referees and Officials

Hunter Valley
Football Assoc

Responsibility lies at the feet of the Player to uphold and respect the laws of the game.

Encourage Players and fellow Coaches to respect each other and Officials before, during and after the game.

Spectators should refrain from refereeing from the side lines and encourage fair play. They should be patient with Officials who are going to make ‘human’ mistakes. Spectators should also ‘respect’ any requests of the Ground Official and follow their instructions without difficulty.

Play a part in the effort to improve the ‘respect for Referees’ initiative to enhance the Referees’ development.

Excellence — “We are what we repeatedly do; therefore, excellence is a habit not an act.” Part of the commitment to excellence is to be viewed by people outside of the Club as great Ambassadors of the sport.

Codes of conduct should be adhered to at all times to ensure a positive learning environment.

Teach players at an early age to respect Referees and Officials.



HUNTER VALLEY
FOOTBALL

Risk Management & Singleton Strikers Football Club

Developed by the National Organisational Development Network

adapted from http://www.myfootballclub.com.au/fileadmin/user_upload/Risk_Management_Fact_Sheet.pdf

The management of risk is an integral part of good management practice. There is a direct relationship between risk and opportunity in all organisations activities, and as such, an organisation needs to be able to identify, measure and manage its risks in order to be able to capitalise on those opportunities and achieve its goals and objectives.

Risk Management is simply the practice of systematically identifying and understanding risks and the processes in place to manage them. Ultimately, the process gets you to a point of deciding whether, in the context of a particular activity, a risk is acceptable or requires further action. It allows an organisation to be pro-active rather than reactive – creating a safer environment and “legally safer” operational procedures.

To be most effective, risk management should become part of an organisation’s culture and should be integrated into its philosophy, practices and business plans rather than being done in isolation. Like all good management practices it should be driven from the top down and be recognised as the responsibility of everyone. By having a structured approach to risk management, the following outcomes are likely:

- More effective decisions and transparency in decision making
- Effective delivery of sporting services
- High standards of service and safety for participants, coaches, officials, spectators and volunteers
- Effective allocation and use of resources – lower costs and increased budget certainty
- High standards of accountability
- Creativity and innovation in management practice
- Improve morale within the organisation
- Consideration of legal issues and improved compliance with the law, regulations and other formal requirements.

The importance of addressing risk management within your organisation is identified in the Australian Sports Commission’s ‘Governance Principles: A Good Practice Guide’ Principle 3.4 which states:

That the board/committee should have in place an effective risk management strategy and process. This will require the board/committee to take actions to identify key risks facing the organisation and ensure that risk management strategies are developed and actioned. The risk management system should comply with the Australian Risk Management Standard AS/NZS 4360:2004.

Risk Management Process

Risk Management is a five step process:

- Step 1 – Establish the context
- Step 2 – Identify the risks
- Step 3 – Analyse the risks
- Step 4 – Evaluate the risks
- Step 5 – Treat the risks

Throughout each step it is essential that there is consultation and communication with everyone in your organisation's functions, activities and events. More detail of the risk management process is provided in the document titled 'Risk Management Process' which also includes an example of how to apply the risk priority scale to identified risks.

Risk Management Implementation

Ideally, responsibility for treatment of risk should be borne by those best able to control the risk. The successful implementation of the risk treatment plan requires an effective management system that specifies the methods chosen, assigns responsibilities and individual accountabilities for actions and monitors them against specified criteria. If after treatment there is residual risk, a decision should be made as to whether to retain this risk or repeat the risk treatment process.

The key steps in implementing a Risk Management process within an organisation are:

1. Support of board/committee – this involves developing and organisational risk management philosophy and awareness of risk at the highest level and includes nominating a person to act as a champion of the process.
2. Development of the Risk Management framework – this helps to define the context for managing risk within an organisation and includes developing a risk management policy, use of the risk priority table and identifying ways to capture and record risk information.
3. Communication/Education – a program of education and communication needs to be developed which includes dissemination of the policy and procedure, awareness raising about managing risks and education sessions on specific identified risks.
4. Monitor and review – establish a process for different areas of your organisation to report on their risks and progress of treatments. Review this risk management process to ensure it is efficient and effecting in meeting the objectives set out in the policy and that key organisational risks are being managed.

Singleton Strikers Football Club



Social Media Policy

Purpose

The purpose of this Social Media Policy is to provide guidelines for the use of social media sites like Facebook and Twitter by all members of the Singleton Strikers Football Club. Members include players, officials, parents, supporters and volunteers. It relates specifically to the use of social media to make comment in a context that is identifiable as being in relation to Singleton Strikers Football Club. This includes comments or implied comments regarding:

- Matches or Club events;
- Team or player performance;
- Individuals with a direct context or mention of their role with Singleton Strikers Football Club such as coaches, committee and club referees;
- Singleton Strikers Football Club as a club; &
- Matters involving our parent associations e.g. Hunter Valley Football & Northern NSW Football.

Use of Social Media

Social media is no different than a live microphone. What you post will be broadcast across a wide audience and therefore you must be mindful of how your comments will be interpreted by more than just your closest friends.

You must be prepared for your posts to be seen by the persons you are referring to, your team mates, your players, your coach, parents, siblings, supporters and of course the committee.

Social Media - Code of Conduct Requirements:

1. All comments, notes or photos posted on social media sites in relation to the Singleton Strikers Football Club and its members are to be constructive or positive in their nature.
2. Always ensure that you do not post material that is vulgar, obscene, defamatory, threatening, harassing, discriminatory or hateful.

Social Media – Code of Conduct Guidelines:

1. It is your responsibility to be respectful at all times on social media. You are expected to show the same respect and regard for people that you would when playing, coaching, officiating or attending a football match.
2. Do not use social media to be critical of teammates, coaches, officials, referees, committee members, volunteers or spectators. Negative comments and images, bullying, criticism and sexist remarks can be dangerous and harmful to people's wellbeing and reputation and the image of individuals and Singleton Strikers Football Club.
3. Always assume the person you are talking or writing about will see what has been said or written. Ensure all comments are factually correct.
4. Use social media as a positive outlet to promote players, teammates, teams, clubs and others involved in football. Singleton Strikers Football Club has a page on Facebook for members to interact with. Posting results and acknowledging individual and team performances on social media makes many people aware of team and individual achievements. That can have a positive effect for many people and should be used, encouraged and embraced wherever and whenever possible.
5. Do not tolerate or condone poor social media behaviour or actions. If you are aware of or observe poor social media behaviour or actions, do not accept it. There is no place for it in our club and football generally and it will not be condoned. You should remind people of their responsibilities when using social media and warn that action can be taken against them. In the instance of minors breaching the code of conduct, alert their parents to the situation. If you believe the breach is serious, report it to team or club officials.
6. Manage your account appropriately. Please consider your settings and account options to better control who can access and see your comments. If you are a coach it is reasonable to expect your players will look for your Facebook page and be reading your comments if you have not set up your settings to block this. This will potentially damage your relationship with your players and in turn your ability to get the best from them.

Consequences

Your actions on social media may have serious consequences. Negative comments and images, bullying, criticism and sexist or derogatory remarks not only impact negatively on the people they are about, they reflect badly on yourself, your parents and the people you represent. If you are found to have acted improperly on social media by breaching any of the Social Media Policy Code of Conduct requirements or guidelines above regarding a football related matter, you will be required to face a hearing of the Singleton Strikers Football Club Executive Committee to explain your actions. Through such hearings, disciplinary action may be imposed such as suspension or deregistration from the club.

24. SINGLETON STRIKERS FOOTBALL CLUB JUNIOR TEAM'S SPONSORS FOR 2018

Team	Sponsor	Colour
Under 6 White	Bailey Property and Livestock	White
Under 6 Gold	Bailey Property and Livestock	University Gold
Under 6 Red	Bailey Property and Livestock	University Red
Under 6 Blue	Bailey Property and Livestock	University Blue
Under 6 Maroon	Bailey Property and Livestock	Maroon
Under 6 Orange	Bailey Property and Livestock	Safety Orange
Under 6 Green	Bailey Property and Livestock	Action Green
Under 6 Black	Bailey Property and Livestock	Black
Under 7 White	Bailey Property and Livestock	White
Under 7 Gold	Bailey Property and Livestock	University Gold
Under 7 Red	Bailey Property and Livestock	University Red
Under 7 Blue	Bailey Property and Livestock	University Blue
Under 7 Maroon	Bailey Property and Livestock	Maroon
Under 7 Orange	Bailey Property and Livestock	Safety Orange
Under 7 Green	Bailey Property and Livestock	Action Green
Under 7 Black	Bailey Property and Livestock	Black
Under 8-1	InVent Air	Nike Team Red
Under 8-2	LocalSearch	Nike Team Red
Under 8-3	STAC Consulting	Nike Team Red
Under 8-4	Singleton Mazda	Nike Team Red
Under 9-1	Singleton Mazda	Nike Team Red
Under 9-2	Singleton Mazda	Nike Team Red
Under 10-1	Morgan Engineering	Nike Team Red
Under 10-2	GIO Singleton	Nike Team Red
Under 10-3	Singleton Mazda	Nike Team Red
Under 11-1	Singleton Mazda	Nike Team Red
Under 11-2	Coal & Allied	Nike Team Red
Under 12-1	Singleton Mazda	Nike Team Red
Under 12-2	Photoworx	Nike Team Red
Under 13-1	Coal & Allied	Nike Team Red
Under 13-2	SportsPower Singleton	Nike Team Red
Under 15-1	Coal & Allied	Nike Team Red
Under 16-1	TFP Engineering	Nike Team Red
Under 17-1	Photoworx	Nike Team Red
Under 18-1	Coal & Allied	Nike Team Red