



Newbury Bulls Soccer Club Inc.

Incorporation No: INC9882023

ABN No: 32 918 259 919

PO Box 282, Stanhope Gardens NSW 2768

COACH & MANAGER INFORMATION PACK SEASON 2016

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COMMITTEE CONTACTS SEASON 2016

President	Shane James	0407432236
Vice President	David Balfour	0403508810
Secretary	Narelle Batley	0448930906
Asst. Secretary	Michelle Crawley	
Treasurer	Kathy Clarke	0432743821
Registrar	Duncan Edwards	0402322172
Asst. Register	Rod Gaete	
Uniforms Officer	Michelle Crawley	
Comp. Sec.	Narelle Batley	0448930906
Uniform/Equipment	Matt Boorer	
Canteen Officer	NIL	
Grounds Officer	David Balfour	0403508810
Member Protection	Raj Datt	0400022181
Delegates to BDSFA	Narelle Batley	0448930906
	Shane James	0407432236
Sponsorship	Darin Brown	0400776003
PD &C Member	Raj Datt	0400022181
Club Coach	David Scott	0411877004

General Committee Members: General Committee – Bruce Campbell, Vicki Bourke, Jordan Evans, Jimmy Wan & Edmond Baba

(COUNCIL WET WEATHER NUMBER = 98396575)

TEAM RESPONSIBILITIES

As part of the successful running of the club it is requested that parents invest a little time each year. The duties we ask for assistance on are Canteen, BBQ, setup and pack up of the grounds. A roster will be given out to each team advising them of when they are required to do their duties. This will happen when we have the draw from BDSFA.

Setup is at 7am every Saturday morning & 8am Sunday morning for relevant teams.

Pack up is for those teams playing last on game day

Canteen & BBQ will be ½ hr before your game. If anyone wishes to run or become a member of the Canteen sub-committee please contact us.

Some reasons behind this are that the committee needs to be released from these duties to undertake other functions associated with game day. This includes getting around to watch teams and to hear from the sidelines ways in which we can improve the running of your club.

GAME PROCEDURES

It is requested that teams assemble at the field no later than 30mins prior to the scheduled start of the game. All Coach & Managers need to wear a BLUE vest on game day for the referee to identify you on the sideline. This will be supplied by the club.

The manager is to obtain the team sheet from the canteen or opposing manager and mark the players off on the team sheet in the presence of the opposing team official who will check the cards.

You are to pay referee fees at the canteen when you know if you have one, two or three officials, as prices will vary.

Players that are missing need to have a line put through them. If they are going to be late do not do this. If you are not sure, please ask Club Officials.

Changes must be initialled by a team official from each team.

Players are to be initialled by the opposing team official as having had their ID checked and verified by the ID cards.

Players without an ID cards are not eligible to participate in that game.

You must print and sign your name as the manager at the start and finish of the game. Failure to do so will result in a fine to the club. You must check the accuracy of the information prior to signing the sheet. Make notes on the team sheet if you disagree with the information on it. Also fill in the Referees assessment sheet which is handed in as well.

You must appoint a ground official and this is to be noted on the team sheet. They will be identified by an Orange Ground Official Vest. This person is there to assist the referee and the match day supervisor in the control of our supporters only.



SHIRT AND EQUIPMENT POLICY

SHIRTS:

The shirts/jerseys are the property of the Newbury Bulls Soccer Club. Sets of shirts will be handed to the team manager prior to the commencement of the season competition.

To maintain the shirts, the club has set out a policy to get maximum life:

- (a) The shirts are to be worn for competition or trial games only;
- (b) To prevent any damage to the shirts they are not to be worn home after the game;
- (c) **The set of shirts should be washed together to maintain colour uniformity. They are not to be issued to individuals to be taken home.** A shirt roster has always been a good idea to share the workload. If you do this make sure you get the shirts back at training. It keeps the stress level down on game day when they may be running late.

At the end of the season the shirts should be washed and returned to the Uniforms Officer within 2 weeks of the season finishing, to be placed into storage for the following year.

Lost or misplaced shirts/jerseys will incur a \$30 replacement fee.

EQUIPMENT

Miniroos Teams – 1 ball per player

Competition sides – 10 balls

All Sides - 10 Cones

Bibs - ½ number of players

Kit Bag - 1

Ball Bag - 1

This equipment is to be kept together at all times and is the responsibility of the coach & manager. This equipment is to be picked up at the beginning of the season and signed out & returned at the end of the season and signed in. All equipment needs to be in the storeroom within 2 weeks at the end of the season.

COACHING ASSISTANCE

As we are all volunteers, it is not always easy to spend time to develop training sessions. As such help is only a phone call or a click on the internet away. Shane, David B & David S have all had extensive coaching experience and therefore are able to assist with any particular problem you may have. We will have a coaching clinic before the season starts where the aim is to coach the coaches.

Some good coaching reference material can be found on the BDSFA website, plus other websites when you google soccer. If you are after specific training material or equipment please see a member of the committee as we may have it in the shed.



MEMBER PROTECTION

It is of paramount importance that we protect the children in the club from all forms of abuse.

As required by law & FNSW each of you are required obtain a Working with Children Number through their website <http://www.kidsguardian.nsw.gov.au> then in turn taking it to the RMA (old RTA). This lasts for 5 years. This check is confidential and is fed up the chain to the Department of Sport & Recreation who under take checks to see if anyone is prohibited from working with children. WWC numbers (Working with Children numbers) should be forwarded to admin@newburybills.com.au upon completion.

It is also our responsibility to ensure that children are not exposed to other forms of verbal and physical abuse.

In all circumstances you are required to advise the Club Child Protection Officer (Raj Datt) who is required to formalise the complaint. If not satisfied that the complaint has not been handled to your satisfaction you can raise it further with the Newbury Executive or the BDSFA.

All coaches & managers need to register themselves online at MyFootballClub website to be recognised as a Coach or Manager. Every volunteer needs to do this as well. A new application needs to be filled in each year. Coaches need to participate in an age specific coaching course conducted by BDSFA before the season gets under way.

CLUB MEMBERSHIP

Newbury Bulls Soccer Club is an incorporated body.

As such to afford the protection of this incorporation you will need to become members. We require at least 2 parents from each team to become members. The membership fee is \$2.00 and has the following benefits.

1. Full voting rights at the AGM
2. Limits of liability in line with the incorporation act
3. Covered by association insurance as you are a Coach or Manager

As this membership is important for your protection, it is a mandatory requirement of becoming a coach or manager. Please see our Treasurer to become a member of our club.

SPONSORSHIP

We can never have enough sponsors and with these bring financial stability and improved facilities within the club.

We are continuing to look at ways to bring more money into our club by offering value for money sponsorship proposals. If you know of anyone that would be interested please let one of committee members know so we can forward them a proposal.

CLUB FUNCTIONS

During the season we will undertake different types of functions, activities, or events that as a committee we believe is beneficial to our soccer community.

For these functions we need your support and promotion of these activities to your teams.

After grading & teams being put together, all U5-U11 teams will be having an in house trial game against each other to work out what level or division each team will be placed. This is made mandatory by BDSFA. So please come & learn the ropes.

Other activities to be held during the year are:

1. Our 10 year anniversary club night out in June/July for Parents only at Pandoras
2. Photo Days (Individual & Team Photos) end of May
3. Fundraising events (eg. Movie night for all the family, etc)
4. Mother's & Father's Day raffles
5. Club Presentation Day – to be advised (usually in October)

These are put on to benefit you, your players, parents & supporters. Please encourage your teams to participate in these events to have a fun year.

GROUNDS DIRECTORY 2015

Park	Address	Suburb	Club	Phone
Angus Park	Beames Ave	Rooty Hill	Rooty Hill R.S.L	0450 906863
Anne Aquilina	Eastern Rd	Doonside	Blk. St. Patricks	9677-9964
Best Rd Res	Best Rd	Seven Hills	Lourdes	9831-4796
BFP	Eastern Rd	Rooty Hill	BDSFA/SPARTANS	9675 1211
Chopin Park	Bungalow Rd	Plumpton	Polonia Rams	9625 6147
Cor Brouwer Res	Cawarra St	Eastern Crk	Rooty Hill R.S.L.	0450 906863
Colbee Park	Old Hawkesbury Rd	Mc.Graths Hill	Oakville	
Glendenning Res	Golding Drv	Glendenning	Doonside Hawks	0409 746455
Glenwood Res	Forman Ave	Glenwood	Glenwood Redbacks	0419 818360
Connor Greasby Park	Perfection Ave	Stanhope Gardens	Newbury Bulls	0448930906
H.E.Laybutt Res	Reservoir Rd	Arndell Pk	Blk. Workers	
Hanna Reserve.	Hyatts Rd	Oakhurst	Plumpton/ Oakhurst	0424 462491
Harvey Park	Benalla Cres	Marayong	Marayong Sports	0421 757941
Heber Park	Pringle Rd	Hebersham	Polonia Rams	0432 746438
Lynwood Park	Stephen St	Blacktown	Kings Langley	9831-7007
Marayong Oval	Davis Rd	Marayong	Blk. Premier Spurs	0433 742904
Mills Park	Mill St	Riverstone	Riverstone/Schofield	
Minchinbury Park	Minchin Drv	Minchinbury	Minchinbury	0410 430040
Morgan Power Res	Vardys Rd	Kings Lang	Parklea	9676-6624
Morreau Reserve	Church St	Eastern Crk	Eastern Creek	
Paterson Reserve	Torbert Ave	Quakers Hill	Quakers Hill Tigers	0449 641649
Ponds Reserve	The Ponds Blvd	The Ponds	The Ponds FC	
Popondetta Park	Popondetta Rd	Emerton	Town Rangers FC	9626-0661
Quakers Hill Park	Walker St	Quakers Hill	Quakers Hill	9671-7391
Schofields Park	Station St	Schofields	Riverstone/Schofield	0450 906863
Whalan Reserve	Samari Road	Whalan	Rooty Hill RSL FC	9671-7391
William Lawson Res	Myrtle St	Prospect	Prospect	

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MANAGER'S RESPONSIBILITIES

- To attend Coaches and Managers meetings
- To arrange for smooth management, organization and communication between the team, parents & coach throughout the year.
- Ensure that equipment and facilities meet safety standards and are appropriate to the age and ability of the players.
- At the end of the season: Equipment - please ensure you return all equipment, shirts, balls etc. to the Gear Manager after the last game of the season.
- To ensure all players have appropriate separate drink bottles at all times
- To keep a list of players and their contact numbers.
- To hold and maintain playing jerseys for the season and delegate the washing and return of strip prior to each game.
- To maintain an album with players' registration cards
- To complete all necessary team sheets/paperwork for each match
- Collection of match fees and other monies where stated
- Payment of referees fees as instructed
- Inform team members/parents of fundraising and social functions
- Assist the coach.
- The manager is to obtain the team sheet from the canteen or opposing manager and mark the players off on the team sheet in the presence of the opposing team official who will check the cards.
- You are to pay referee fees at the canteen when you know if you have one, two or three officials, as prices will vary.
- Players that are missing need to have a line put through them. If they are going to be late do not do this. If you are not sure, please ask Club Officials.
- Changes must be initialed by a team official from each team.
- Players are to be initialed by the opposing team official as having had their ID checked and verified by the ID cards.
- Players without an ID cards are not eligible to participate in that game.
- You must print and sign your name as the manager at the start and finish of the game. Failure to do so will result in a fine to the club. You must check the accuracy of the information prior to signing the sheet. Make notes on the team sheet if you disagree with the information on it. Also fill in the Referees assessment sheet which is handed in as well.
- You must appoint a ground official and this is to be noted on the team sheet. They will be identified by an Orange Ground Official Vest. This person is there to assist the referee and the match day supervisor in the control of our supporters only.

COACH'S RESPONSIBILITIES

- Attend Coaches and Managers meeting.
- Be a positive role model for the club and towards your players.
- Ensure players are enjoying the game of soccer and are having fun.
- Encourage the players to respect all officials and coaches.
- Teach your team that the rules of soccer are based on a mutual agreement - both sides are playing to the same rules.
- Respect the talent of all players and seek to further develop their skill levels.
- Give all players equal playing time wherever possible.
- Make a commitment to set team goals and disciplines which contribute to team and player excellence.
- Treat each player as an individual.
- Be fair and considerate.
- Actively discourage the use of drugs or other performance enhancing substances.
- Ensure that equipment and facilities meet safety standards and are appropriate to the age and ability of the players.
- Winning should only be part of their motivation. Never ridicule or yell at children for making mistakes or losing a game.
- Consider your own personal development as a Coach. You should strive to obtain a Coach's Junior level certificate or higher.
- Follow the advice of a doctor or medical professional regarding injuries.
- Young players need some special considerations. Demands on young bodies energy and enthusiasm; eg. growth & development differences; length of practise time; maturity (both physical, mental & emotional) should be considered.



GENERAL GAME PROCEDURES

- It is requested that teams assemble at the field no later than 30mins prior to the scheduled start of the game. All Coach & Managers need to wear a BLUE vest on game day for the referee to identify you on the sideline. This will be supplied by the club.

