

GDSFA

AIA Vitality

Miniroos Club Football

Handbook

2016

Under 10 & 11



ACKNOWLEDGEMENTS

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National Playing Formats and Rules 2015

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INTRODUCTION

HISTORY

In 2008, the GDSFA began to establish Optus Small Sided Football (OSSF) in response to a directive from our Governing bodies, Football Federation Australia (FFA) and Football New South Wales (FNSW).

The GDSFA made the decision to gradually introduce the OSSF games with the 2008 Under 6 group being the first to experience this new form of football.

In response to this larger clubs established in-house OSSF games whilst “clusters” for smaller clubs were established.

Some clubs found that organizing an informal skills morning finishing with a game worked for their players whilst others found that organizing players into teams within structured training sessions during the week and a fixed draw either in-house or in cluster better suited their players and/or club.

GDSFA AVMF HANDBOOK

With the progression of OSSF (Now known as AIA Vitality Miniroos Football) the need to standardize and formalize the structure within the GDSFA came to light. As such an Optus Small Sided Football Sub-Committee was established in 2010 to assist and advise the GDSFA Board in the development of our players and OPTUS Small Sided Football. This handbook has been put together to give affiliated clubs, coaches, managers and parents definitive guidelines as to how to establish successful and exciting initiatives for our young members.

Another reason for writing this handbook is to establish clear channels of communication from GDSFA to Clubs, Coaches, Managers and Players and back again.

Hopefully this handbook will give all involved with AVMF a clear view of how it is being established within GDSFA and why AVMF is happening not only within our Association, but nationally.

CLUB RESPONSIBILITY FOR COMMUNICATION

In developing this resource it is hoped that channels for accurate communication of information are opened up between GDSFA, Clubs and their members.

For an organization as large and varied as the GDSFA it is vital that Clubs pass on information swiftly and, more importantly, accurately. With so many forms of communication available to organizers, our members from Under 5's through to Over 45's should have access to ground closures, draw updates, procedures, courses and rule updates almost as soon as the decision has been made

We thank all Clubs officials for their assistance and work because the GDSFA would not be able to offer such a variety of football opportunities for children, women and men in our area as it does.

WHY AIA VITALITY MINIROOS FOOTBALL?

(Adapted from the FFA AIA Vitality MiniRoos National Playing Format and Rules 2015)

AVMF is a modified form of 11-a-side football, designed to meet the needs of players between the Under 6 and U 11 age groups, who have very different developmental characteristics and needs to adult players.

First and foremost, AVMF is truly aimed at young people of all abilities, not simply the more talented players in each age group.

With the emphasis on participation and enjoyment, and an associated removal of the current emphasis on the importance of winning, children are much more likely to enjoy their football playing experience, will be keen to play more often and are less likely to drop out of the game.

Justification of AVMF is based on:

- 11-a-side football is in essence an adult game devised by and for adults to play
- More fun and individual enjoyment due to smaller fields and simplified rules
- More playing time, which maximizes individual participation and involvement
- More shots on goal
- More involvement leads to greater improvement in fitness

The philosophy of AVMF focuses on the enjoyment and freedom of expression with limited emphasis on coaching per se, particularly in the formative years of a player's development.

Some statistics of particular interest can be seen below:

- 91% of parents felt their club emphasized the player's development, enjoyment and philosophy of Small Sided Football over winning games
- Over 90% of parents reported that their child enjoyed playing football in the Small Sided format
- Over 80% of parents reported that the reasons for implementing Small Sided Football were communicated to them
- Over 70% of parents were offered appropriate information and education supporting the move to Small Sided Football
- Over 90% of parents felt the coach of their child's team embraced the Small Sided Football philosophy
- Over 85% of parents felt their child touched the ball lots of times and was very active
- Over 85% of parents felt Small Sided Football promotes a positive playing environment for children
- Over 80% of parents felt their child's playing ability and skills improved throughout the season
- More people felt it was easier to become involved as a volunteer in Small Sided Football and there was not a feeling you needed to be a football expert

GDSFA agree with the evidence and philosophy FFA have presented and embrace the establishment of Small Sided Football within our Association.

PROGRESSION THROUGH AIA Vitality Miniroos FOOTBALL

(Adapted from the FFA AIA Vitality MiniRoos National Playing Formats and Rules 2015)

Playing Format	Under 6 & 7	Under 8 & 9	Under 10 & 11
Points table and Finals	No	No	No
GDSFA Competition Format	In house or Cluster	U8 in house or Cluster U9 GDSFA Cluster	U10 & U11 GDSFA Draw
Number of Players	4 v 4	7 v 7	9 v 9
Goalkeeper	No	Yes	Yes
Field Size	Length: 30m Width: 20m	Length: 40m-50m Width: 30m-40m	Length: 60m-70m Width: 40m-50m
Field Markings	Markers or Line Markings	Markers or Line Markings	Markers or Line Markings
Penalty Area	No	Depth: 5m Width: 12m	Depth: 5m Width: 12m
Goal Size	Width: 1.5m-2m Height: 0.9m-1m	Width: 2.5m-3m Height: 1.8m-2m	Width: 4.5m-5m Height: 1.8m-2m
Goal Type	Goals, Poles or Markers	Goals, Poles or Markers	Goals, Poles or Markers
Ball Size	3	3	4
Playing Time	2 x 15 minutes	2 x 20 minutes	2 x 25 minutes
Half Time Break	5 minutes	5 minutes	7.5 minutes
Referee	Game Leader	Instructing Referee	Instructing Referee

The GDSFA Board of Directors endorsed the recommendations of the OSSF Sub-Committee which was that the eldest group of AVMF plays a tabled competition with no finals i.e. First past the post.

UNDER 10 & 11 AGE GROUP

LAWS OF THE GAME

FIELD OF PLAY

Field Layouts / Dimensions

Maximum of 2 pitches on a full size football pitch. Alternately 1 pitch can be set-up penalty box to penalty box. Maximum: 70m long x 50m wide. Best practice: 65m long x 45m wide. Minimum: 60m long x 40m wide

Markings

Cones, markers or painted line markings are suitable

Goal Size

Maximum: Width: 5m wide x 2m high

Goal Type

It is recommended that clubs use portable goals where possible however, the use of poles or markers as goals is also suitable

Penalty Area

5m deep x 12m wide

Can be marked through the use of marked lines, flat or soft markers or cones

The Ball

Size 4

Duration of Game

2 x 25 minute halves

Half-time break of 7.5 minutes (minimum 5min half time break)

Number of Players

9 a side (9 v 9) Including a Goalkeeper

A maximum of five (5) substitutes which may rotate during the entire game

The coach or manager may make substitutions while the ball is in play but must wait until the substituted player has left the field

The Goalkeeper

- The Goalkeeper is allowed to handle the ball anywhere in the penalty area
- To restart play after a save or gathering the ball with their hands, the ball **must** be thrown or rolled from the hands or played from the ground with their feet, within 6 seconds
- **The Goalkeeper is NOT allowed to kick or drop-kick the ball directly from their hands**
- Opponents must be at least 5m outside the penalty area and cannot move inside the penalty area until the ball is in play
- The ball is in play once it moves out of the penalty area or when the goalkeeper places the ball on the ground**

****Goalkeeper Progression**

The developmental progression of the game becoming "LIVE" when the goalkeeper places the ball on the ground provides the necessary learning phase for players transitioning the 11 v 11 format

- An indirect free kick is awarded if the goalkeeper touches the ball with his hands after it has been deliberately kicked to him by a team-mate

THE START OF PLAY AND RESTART OF PLAY AFTER A GOAL

Start of Play

- Pass the ball forward to a team mate from the middle of the halfway line
- All players must be in their own half of the field of play
- Opponents must be at least 5m away from the ball until it is in play
- The ball must touch a team mate before a goal can be scored

Ball in and out of Play

The ball is out of play when it has wholly crossed the goal line or the touch line on the ground or in the air, or when play has been stopped by the Instructing Referee / Game Leader

Ball Crossing the Touch Line

Throw in:

- A player from the opposing team of the player that last touched the ball before it crossed the line takes the throw in
- The player faces the field of play, has part of each foot on the ground either on or behind the touch line, uses both hands and delivers the ball from behind and over their head
- If the Instructing Referee/ Game Leader deems the throw in incorrect, they shall stop play, instruct the thrower on what was wrong; and ask them to take the throw again. The "same" player who attempted the first throw in must take the second throw in.
- If the Instructing Referee/ Game Leader deems the second throw in incorrect, the throw in is then to be taken by a player of the opposing team.
- The thrower **must not** touch the ball again until it has touched another player
- Opponents must be at least 5m away from the ball until it is in play
- The ball is in play once it enters the field of play
- A goal **cannot** be scored directly from a throw in

Ball Crossing the Goal Line after touching the Defending team Last

Corner kick

- A player from the attacking team places the ball inside the corner arc nearest to the point where the ball crossed the line
- Opponents must be at least 5m away from the ball until it is in play
- The ball is in play when it is kicked and moves
- A goal **may** be scored directly from a corner kick

Ball Crossing the Goal Line after touching the Attacking team Last

- A player from the defending team can goal kick the ball from anywhere within the penalty area
- **For U/10 to U/11 all clubs to indicate on their Mini-Roo fields a quarter line with cones or poles, that the attacking players are required to retire to line/marker prior to any goal kicks and are not to enter that last quarter till such time as a defensive player has touched the ball or the ball has crossed over that line/marker.** (Instructing Referee/ Game Leader should not restart until they are satisfied the attacking side are back to the required line/marker)
- The ball is in play once it is kicked directly out of the penalty area and touched by a defending player

Method of Scoring

- A goal is scored when the whole ball passes over the goal line, between the goalposts and under the crossbar
- When goalposts are not available and cones are used for goals, a goal is scored when the ball passes between the cones without touching them, below shoulder height of the player

Offside

The official offside rule (Law 11, FIFA Laws of the Game) does not apply to AIA Vitality Miniroos under 10 & 11. Goals can be scored from the offside position

- Instructing Referees / Game Leader should direct players permanently standing in blatant offside positions to move into onside positions
- Children should be made aware of the offside rule during training and encouraged to adopt it in the games at all times
- **Coaches should strongly discourage children from permanently standing in blatantly offside positions**
-

FOULS AND MISCONDUCT

Indirect Free Kicks are awarded for all acts of handball or fouls and misconduct

- Opponents must be at least 5m away from the ball when the indirect free kick is taken
- An indirect free kick is where a goal can be scored only if the ball subsequently touches another player before it enters the goal

For deliberate or serious acts of handball or fouls and misconduct in the penalty area

- A penalty kick is awarded from an 8 meters penalty mark with only the goalkeeper in position
- All other players must be outside the penalty area and be at least 5 meters behind the penalty mark

Fouls and Misconduct are when a player:

- Kicks or attempts to kick an opponent
- Trips or attempts to trip an opponent
- Jumps at an opponent
- Charges an opponent
- Strikes or attempts to strike an opponent

- Pushes an opponent
- Tackles an opponent from behind to gain possession of the ball
- Hold an opponent
- Spits at an opponent
- Handles the ball deliberately
- Plays in a dangerous manner
- Impedes the progress of the player

POINTS TABLES AND FINALS

To ensure that AIA Vitality MINIROOS Club Football is played in the correct spirit and gives all players the best possible chance to develop into the best players they can be FFA advises that member Federations, Zones, Associations and Clubs adopt and promote that the keeping of points table and playing of finals should not be done

OFFICIALS – INSTRUCTING REFEREE or GAME LEADERS

Role of the Instructing Referee or Game Leader

The main role of the Instructing Referee / Game Leader is to keep the game moving fluently, limit stoppage and assist players with all match re-starts. Mostly importantly, they must make every effort to create an environment that ensures that all players have fun, are learning the game and have maximum involvement

The Instructing Referee can be a club official, parent, older child or player, beginning referee or official referee from the Association. Most importantly, remember the children are learning the game – be flexible and patient

The Instructing Referee / Game Leader should:

- Encourage all children to have fun and different children to take re-starts
- Ensure the correct number of players is on the field.
- Check all players are wearing shin guards
- Discourage players from permanently over –guarding the goal (standing in blatant offside positions and instruct them to move into onside positions)
- Use a “Ready, Set, Go” prompt to encourage quick decisions when re-starting play
- Encourage children to dribble or pass ball to team mates rather than kick the long ball
- Ensure opposing team is at least 5 meters outside the penalty area for the all goal line re-starts
- Let the game flow and give instruction to all players on the run where they can
- Instruct players in the first instance before blowing the whistle where possible
- Ensure team officials and parents create a safe, enjoyable and positive playing environment for the children and do not emphasize winning or losing
- Be enthusiastic, consistent and approachable
- Remember the children are learning – be flexible and patient

PRACTICAL RECOMMENDATIONS FOR COACHES AND MANAGERS

Below are some practical recommendations you may wish to consider in your role of Coach or Manager:

- All players should get an equal amount of playing time
- When a player is dominating the game and has already scored 3 goals and their team is winning by a 3 goal margin he/she can only score another goal when one of their teammates has scored a goal. This encourages good players to include their team members and to force them to create opportunities for others
- Every attempt should be made to ensure that teams of reasonably equal ability are playing each other. Each respective governing body will have their own system to achieve this.

GRADING OF PLAYERS FOR GDSFA COMPETITIONS

It is advisable for clubs to use a basic Assessment Form (example included in Appendix) for this age group. This will track the progress and development of individual players so that when players need to be graded there is a starting point with the history collected.

Clubs are encouraged to use “soft” grading system for teams in this age group. This is to loosely group players in ability levels, but take into consideration requests for players to be in the same team for exceptional circumstances. For example, siblings or transport problems. Such requests should be handled on a case by case basis.

THE ORGANISATION OF AVMF IN GDSFA

Clubs associated with GDSFA in this age group participate in an “Association-wide” playing format.

INTER-CLUB ORGANISATION/CHARACTERISTICS

(Adapted from the FFA Optus Small Sided Football Handbook 2011)

- Players are placed into graded teams at Club level
- Teams are placed into a GDSFA division based upon Club nominations
- Volunteer Coach and Manager allocated to each team
- Teams have weekday training sessions
- “Home and away” games only on Saturday mornings. Draw arranged by GDSFA
- No scores or tables of team success are kept

ORGANISATION

- At registration collect the following information:
 - Player’s school

- Actual birth date of player
 - Allergies and other medical/learning difficulties
 - Best days for training (if more than one available per age group)
 - Family or friend to be on team
- Include a privacy clause and ensure it is adhered to. This reassures parents that the information will be used to place their child on a team with a Coach that best suits them
 - Try to place nominated families together first
 - Place players with at least one player from their school (if applicable)
 - TWINS & SIBLINGS: Speak to parents to see if they would like them in the same team or squad or if they would prefer they are separated
 - Have grading dates ready to inform parents and players

APPENDICES

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B	GDSFA Grounds
C	GDSFA Wet Weather Procedure
D	Coaching Resources
E	Team Management Resources

APPENDIX A

GDSFA Website Information and Contacts

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

ALL CORRESPONDENCE TO GDSFA SHOULD BE VIA YOUR CLUB SECRETARY

Ground Closures:

- On Home Page
- Scroll down to Table showing ground closures
- Alternatively visit Club website with whom your game is scheduled
- Contact numbers for all Local Council Wet Weather Hotlines:
 - Auburn Council – 02 9735 1299
 - Hills Council – 02 9843 0354
 - Holroyd Council – 02 9294 1418
 - Parramatta Council – 02 9294 8586

Ground Location:

- Click on tab at top labeled GROUNDS
- Click on venue. A map will show the location together with the address

GDSFA Club Contacts:

- Click on tab at top labeled CLUBS
- Select Club
- Linked to website

OR ALTERNATIVELY DOWNLOADED AS PDF

- On Home page
- Scroll down to CLUB CONTACTS
- Click on tab to view or print all contacts as pdf

GDSFA, FNSW AND FFA CONTACTS

Granville & Districts Soccer Football Association Inc

p. 02 9738 7222

e. manager@granvillesoccer.com.au

w. www.granvillesoccer.com.au

GDSFA MINIROOS (SSF) DIRECTOR

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Links to FNSW and FFA are available on the GDSFA website

APPENDIX B

GDSFA Grounds List

CODE	GROUND AND ADDRESS	CLUB	CODE	GROUND AND ADDRESS	CLUB
ALP	ALPHA RD PARK Cnr Alpha Rd and Dahlia St GREYSTANES	GREYSTANES FC	HGR	HARRY GAPES RESERVE Lavinia St MERRYLANDS	GRANVILLE KEWPIES
MAS	MASONIC SCHOOLS OVAL Seven Hills Rd BAULKHAM HILLS	WINSTON HILLS FC			
BTH	BATHURST ST PARK Bathurst St and Ballina St GREYSTANES	GREYSTANES FC	JON	JONES PARK Banks St PARRAMATTA	WENTWORTHVILL UNITING
			MAX	MAX RUDDOCK RESERVE Romulus St WINSTON HILLS	WINSTON HILLS FC
BMC	BERNIE MULLANE COMPLEX Marella Ave CASTLE HILL	KELLYVILLE KOLTS	MCC	McCOY PARK McCoy St (off Station Rd) SEVEN HILLS	WINSTON HILLS FC
BIN	BINALONG OVAL Binalong Rd OLD TOONGABBIE	PENDLE HILL			
CLM	COLEMAN PARK Nottingham Rd LIDCOMBE	LIDCOMBE WARATAHS	MRY	MERRYLANDS PARK Cnr Merrylands Rd and Burnett St MERRYLANDS	MERRYLANDS SFC
COL	COLQUHUON PARK Lackey St MERRYLANDS	GRANVILLE KEWPIES ARIANA			
COM	COMMERCIAL RD RESERVE Hills Centenary Park Commercial Road ROUSE HILL	ROUSE HILL RAMS			
			PHL	PHILLIPS PARK Dalley St LIDCOMBE	LIDCOMBE CHURCHES
CRT	CURTIS OVAL Yates Ave DUNDAS VALLEY	DUNDAS UNITED	PRP	PRINCES PARK Princes Rd West AUBURN	REGENTS PARK
DAN	DANIEL ST PARK Jonathon St GREYSTANES	OLQP GREYSTANES GREYSTANES FC	PRG	PROGRESS PARK Killeen St AUBURN	AUBURN DISTRICT
			RAY	RAY MARSHALL RESERVE Erie St SOUTH GRANVILLE	GRANVILLE RAGE JUNIORS
ERC	ERIC PRIMROSE RESERVE John St RYDALMERE	PARRAMATTA CITY FC	ROB	ROBIN THOMAS RESERVE Harris St PARRAMATTA	GRANVILLE WARATAHS
EVE	EVERLEY PARK Everley Rd CHESTER HILL	GUILDFORD McCREIDIE PARRAMATTA FC	RMD	RON MONDY OVAL Marian St GUILDFORD	GUILDFORD COUNTY
			RYD	RYDALMERE PARK Park Rd RYDALMERE	RYDALMERE FC
FRE	FREAME PARK Cnr Burnett St and Reese St MAYS HILL	WENTWORTHVILLE UNITING CHURCH	SCP	SECOND PONDS OVAL Withers Rd ROUSE HILL	HILLS BRUMBIES
			SYD	SYDNEY SMITH RESERVE Amos St WESTMEAD	WENTY WARATAHS
GKR	GEORGE KENDALL RESERVE Trumble Ave ERMINGTON	ERMINGTON UNITED	TBS	TED BURGE SPORTSGROUND Centenary Rd SOUTH WENTWORTHVILLE	WENTY WARATAHS
GIR	GIRAWEEEN PARK Octavia Street GIRAWEEEN	TOONGABBIE DEMONS			

GLD	GUILDFORD PARK Marian St GUILDFORD	GUILDFORD COUNTY	WEB	WEBBS AVENUE RESERVE Webbs Ave AUBURN	AUBURN FC
GLW	GUILDFORD WEST SPORTSGROUND Foray St GUILDFORD WEST	HOLROYD RANGERS	WIL	WILSON PARK Newington Rd SILVERWATER	NEWINGTON GUNNERS

APPENDIX C

GDSFA Wet Weather Procedure

Club Officials are responsible for checking the GDSFA website for away ground closures and then informing their team Managers by whichever procedure their Club has in place.

If a Club has to close their grounds due to weather or maintenance, GDSFA should be notified as soon as possible so that the website can be updated and alternative arrangements can be arranged.

Clubs should also adjust their own websites regularly with ground closures.

When grounds are closed due to wet weather or maintenance, games may be re-scheduled as late as Saturday morning to another ground with the GDSFA boundaries which is not affected. It is essential that Club Officials are available for contact to arrange grounds and inform their teams.

GDSFA and Club Officials endeavor to hold games so as not to force catch-up rounds.

AVMF games when cancelled for U5-U8 age groups will not need to be replayed. Clubs participating in the Cluster Competitions however, may like to arrange the games between their teams on another day.

In the case of a wash-out, where possible the GDSFA will reschedule AVMF games. It should be noted however that table competitions have priority on grounds and times available.

WET WEATHER STEPS

1. Club Officials inform GDSFA of ground closure
2. GDSFA update website
3. In consultation with Club Officials, GDSFA may arrange another ground, cancel and/or reschedule game

4. Club Officials inform Team managers of changes

APPENDIX D

Coaching Resources

ROLE OF AN MINIROO COACH

(Adapted from the Australian Government, Australian Sports Commission)

What is expected of a volunteer coach?

Coaches play an important role in the sporting life, but also the everyday life of the participants they coach. Coaches influence not only the development of sport-specific skills and sporting performance but also the participants' development as a person and their approach to other aspects of their life. While at times it can be challenging, coaching is also a very satisfying role.

To be an effective coach you will need a number of skills. A coach needs knowledge of the sport but more importantly they need to know how to pass that knowledge onto the participants they are coaching.

To do this a coach needs skills in:

- Organizing
- Observing
- Analyzing
- Adapting
- Communicating
- Improving performance

Coaches should:

- Be good role models for their participants
- Show enthusiasm and enjoyment for the task of coaching i.e. make it fun
- Be self confident, assertive, consistent, friendly, fair and competent
- Ensure the safety of all participants
- Behave ethically and dress appropriately
- Maintain discipline throughout the session
- Be very organized, not only for each session but for the entire season
- Be able to justify, if necessary, why things are being done or be "big enough" to ask for suggestions when not sure and to admit and apologize when they make a mistake
- Treat everyone fairly, and include participants of all abilities and disabilities, ages, genders and ethnic backgrounds

ROLE OF A COACH/PARENT HELPER

(Adapted from the FFA AIA Vitality MINIROOS National Playing Formats and Rules 2015)

- The major role of the Coach/Parent helper is to make the football experience of every player and their families in their team as enjoyable as possible
- The team Coach/Parent helper will provide the best environment for children to learn and enjoy the game through organizing fun game based practices
- Having good personal and organizational skills are most important for Coach/Parent helpers working with children in this age group to allow them to learn through playing the game with minimal instruction and a focus on player development
- Clubs should service their Coaches/Parent helpers, Game leader and volunteers through the Community Coach Education Pathway
- The **Grassroots Football Certificate** is a course of 3 hours duration and is aimed at giving Coaches and the basic requirement of coaching children in this age group. It also provides them with practical ideas for training sessions
- Coaches looking after children in U10-U13 age groups are encouraged to do a Skills Acquisition Phase course. Clubs can contact their Association or Member Federation to organize a course at their club or find out when the next one is.

GAME DAY

BEFORE THE GAME

- Arrive at the field at least 30mins before the game is scheduled to begin
- Check that fields are set up
- Before the game begins do a short warm-up
 - This can be done by a starting with a small sided or position game
 - Put players in circle and they dribble the ball to a team mate and take his/her position
 - Put players in circle and they pass the ball to a team mate and take his/her position
- Meet opposing squad coach and manager and decide on Game Leader
- Ensure the team is kitted up ready and on the field ready for start of play

HALF-TIME PEP TALK

- Ensure players have a drink
- Talk to them on the field away from the parents
- Always be POSITIVE
- Get the players settled and back on the field ready for the next half

END OF GAME

- Shake hands, thank and congratulate the other team and officials. Ensure that all your team does the same. **No squeezing hands until they hurt or spitting on hands before shaking!**
- Ensure all players have a drink

- 1 = OUTSTANDING PERFORMANCE
- 2 = PERFORMS SKILL ACCURATELY MOST TIME
- 3 = PERFORMS SKILL ACCURATELY SOME TIME
- 4 = NEEDS ASSISTANCE ALL THE TIME

APPENDIX E

Team Management Resources

ROLE OF AN AVMF TEAM MANAGER

The team Manager is the main point of contact between Club Officials and players. It is essential to pass on any information swiftly and accurately. Some jobs the manager may be asked to perform by their club during the season are listed below:

- Collect team/squad shirts and information at the beginning of season and return at the end of season
- Organize parent helpers into various rosters such as washing shirts, canteen duty, setting up or packing up the fields
- Collect team/squad folder before each game if necessary and communicate any relevant information to parents or Coach
- Write match report each week and circulate or forward to appropriate person
- Liaise closely with the Coach in regards to training, wet weather, player numbers and general running of the team
- Be the main point of contact to and from Club Officials for wet weather, general information and questions

SPORTS ADMINISTRATION COURSES

The NSW Department of Sport and Recreation run a variety of Sports Administration Courses throughout the year. If you are interested contact your Club Officials to see if there are any available.

TEAM CONTACTS LIST AND ATTENDANCE FORMS

As a Manager it is essential to have up-to-date records of how best to contact players at short notice. This could be via phone, SMS or email. It is also important to maintain accurate game attendance records. Below are some examples of forms that may assist you.

CONFIDENTIALITY

Please remember that players' details are strictly confidential and should only be used for the purpose of club information. DO NOT pass on player details or post any player information on social media pages or the internet. In some cases this could put the child at risk.

