

Northside Wizards Basketball

CLUB TEAM MANAGER

CHECKLIST

PRIOR TO GAME DAY:

- Check your team's game time on the Northside Wizards website:
Be sure to make sure you are looking at the correct date and round.
Confirmed fixture grids are uploaded on the website every Tuesday evening.
www.northsidewizards.basketball.net.au
 - **"Competitions"**
 - **"Boondall Junior Draws"**

You can get an idea of future rounds by looking at the **"Draws-Results-Ladders"** menu item. These times are an indication only and are subject to change. The fixture grid uploaded on Tuesday shows confirmed game times (subject only to unforeseen venue or weather issues).

If you have a clash or issues with your game time please advise your club registrar or manager. Be aware that the club is required to notify the Wizard's office before 10am on the Tuesday prior to the game for any changes to be considered.

On Wednesday, email confirmed game time to your players/parents/guardians.

- Your club registrar should provide you with a team contact list of registered players. Ensure all players who attend training and games are on your list. Players not on the list are not permitted to train or participate in games. Please check with the club registrar re the player's registration status.
- Be aware of the association's Competition Rules and Codes of Behaviour. Documents are available on the Northside Wizard's website:
www.northsidewizards.basketball.net.au
 - **"Inside NWB"**
 - **"Codes of Behaviour" & "NWB Competition Rules"**
- Be aware of the club's correct playing uniform, and the association rules regarding uniform and player safety. ie: pockets, compression garments, jewellery etc.
- Promote the club and association websites and Facebook pages. These are a good way for families to learn to find information for themselves, and to stay in touch about programs and promotions with the association.

ON GAME DAY:

- See Scoretable staff and confirm which players are present to activate on stadium scoring. Also check player singlet numbers are correct on the system.
- Ensure your team is in correct uniform with singlets tucked in, on the correct court and ready to play.
- Ensure your team is seated on the correct bench – first team on the draw and stadium scoring is on the left side bench (your score will be placed on scoreboard that correlates to your bench side).
- Advise parents they must be seated on the stadium seating and are not allowed to stand behind or sit on the team's bench, the scorebench or the substitute chairs.
- Remind all parents to adhere to the code of conduct and support and encourage players and officials. The Coach will receive a technical foul if your team spectators breach FIBA rules.
- Check with the Scoretable staff that the end result is correct and recorded on the Match Report correctly. Refer Competition rule 5.25.
- After the game has finished, please move your team quickly from the bench and playing arena. Congregate in the venue foyer to collect singlets and have a post-match discussion.**

BE THE BEST TEAM MANAGER YOU CAN BE:

- If your team requires an additional player from a lower age group, please contact the Northside Wizards Office to confirm the player is eligible and add the player to your team. If on game day, you need to add a player from lower age group please see the Court Supervisor 30 minutes prior to your game.
- Advise parents and the team coach of the procedures for lodging complaints and where they can access the Northside Wizards Basketball Competition Rules and Basketball Queensland Code of Behaviour.
- Have regular contact/meetings with your Club Committee so your team is aware of any updates, changes or coming events for Junior Players.