

**Weston Molonglo Football Club**

**Miniroos (U6 to U9) Coaches and**

**Managers Guide 2019**

<http://websites.sportstg.com/club_info.cgi?c=1-8284-113918-0-0&sID=316011>

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# **Introduction**

Thank you. If you have volunteered to be a coach or manager this year, then you are contributing not only to your child, and his or her team but to the entire WMFC community.

This guide is to help you navigate being a Miniroos coach or manager of our U6 – U9 teams. If you have any doubts or require more information please also contact the Miniroos coordinators in person on Saturdays, or email wmfc.miniroos@gmail.com

For other committee member contacts see: <http://websites.sportstg.com/club_info.cgi?c=1-8284-113918-387016-0&sID=316121>

## ***Objective of Miniroos at WMFC***

The primary objective of this Club is to provide players with an opportunity to enjoy their soccer and improve their skills in a happy and friendly environment. We appreciate good sportsmanship and the primary responsibility of our coaches and managers is to encourage it.

Miniroos is all about FUN. It’s about kids being active, meeting new people, having fun and learning skills for their football careers. Not every kid will be a Matilda or Socceroo but EACH ONE can enjoy playing football at whatever level he or she wishes.

## ***Assistance for Volunteers***

The great majority of the Club’s coaches and managers start out knowing little about soccer and how miniroos games are organised. Most have taken on the responsibility because they like to see their children have a good time and learn team skills as part of their sporting development.

If you haven’t played football, it doesn’t matter. Our Junior Coaching Coordinator runs a one afternoon “Grassroots Coach” course. It will give you the skills to start your coaching career. Keep a look out for dates on our facebook page: <https://www.facebook.com/WestonMolongloFC/>

For extra coaching material see our website at: <http://websites.sportstg.com/club_info.cgi?c=1-8284-113918-387016-0&sID=316117>

For other coaching courses, WMFC will reimburse any coach for the full cost of a Capital Football coaching course on successful completion up to but not including a C licence (for which the club will contribute in part).

Details of the coaching courses held at various locations and times around Canberra are on the Playfootball website: <https://www.playfootball.com.au/coach>

If you experience issues in any aspect of coaching or managing your team, please contact either the Junior Chair, or Junior Coaching Coordinator in person on Saturdays or via email: junior\_chair@wmfc.org.au or junior\_coaching@wmfc.org.au

## ***Miniroos Coaches and Managers – your duties at a glance***

* Encourage good sportsmanship, fair play, fun, whilst developing soccer skills
* Pick up, look after and return (at the end of the season) the team ‘kit’ provided by the Club – shirts, balls, cones and pop up goals (u6s and U7s only)
* Organise the roster for orange / fruit at half-time
* If your team choses, organise roster for laundering shirts
* Forward draws, communicate competition arrangements and Club activities to players/parents (e.g. photo days and times, presentation day date and times).
* Ensure your team undertakes its club duty (usually once a season)
* Set up fields before games and pack up afterwards, as required
* Pay referees each week (u7s onwards)
* Distribute Sports/Encouragement Awards to team members
* Confirm team members names for photos and trophies
* Write a team report for the Yearbook

## ***What is Miniroos?***

Miniroos is soccer played by younger children on smaller fields under modified rules. Further information about miniroos – including the rules, field size, number of players etc can be found at: <http://websites.sportstg.com/club_info.cgi?c=1-8284-113918-387016-0&sID=316011>

## ***Codes of Conduct***

WMFC has endorsed and adopted both the [Australian Sports Commission Codes of Behaviour](http://www.ausport.gov.au/supporting/clubs/resource_library/managing_risks/codes_of_behaviour_or_conduct%22%20%5Ct%20%22_blank%22%20%5Co%20%22Sports%20Commission%20Codes%20of%20Behaviour) and the [FFA National Member Protection Policy](http://www.footballaustralia.com.au/site/_content/document/00001133-source.pdf%22%20%5Ct%20%22_blank%22%20%5Co%20%22FFA%20National%20Member%20Protection%20Policy). These "Codes of Conduct" outline the procedures the club has adopted, as a registered member of the FFA, in its commitment to provide an environment safe for children, as well as the club's commitment to eliminate discrimination, harassment, child abuse and other forms of inappropriate behaviour from the sport. Adherence to this policy is a condition of registration and membership with the club. The policy applies to players, coaches, managers, officials, club volunteers and to the fullest extent possible, to parents and guardians of players and to spectators at matches.

More information can be found here: <http://websites.sportstg.com/club_info.cgi?c=1-8284-113918-387016-0&sID=322200>

## ***Venues***

All Miniroos games are played at Waramanga Playing Fields, Badimara Street.

Please note, for the Girls U8/9 teams, teams may play on a home and away basis depending on which clubs are participating in the competition.

ACT Government law prohibits dogs on the fields when organised sport is being played. There is a $200 fine. Please, leave them at home on game day.

The map of Waramanga Playing Fields is at:

<http://websites.sportstg.com/club_info.cgi?c=1-8284-113918-0-0&sID=316116>

## ***2019 Season***

WMFC fields mixed teams from Under 6 to Under 9, and girls only teams for Under 8/ 9. The season kick-off is on Saturday 4 May and last game on Saturday 14 September (followed by presentation day the Saturday after). Miniroos teams do not play long weekends or weekends during school holidays.

## ***Registering as a manager or coach on the Play football site***

Please register as a coach or manager on the Play Football site:

* [www.playfootball.com.au](http://www.playfootball.com.au/%22%20%5Ct%20%22_blank)
* You will need to sign in to the account you set up when registering your child, or can chose to set up a new account.
* choose the coaches, referees and volunteers option
* search for Weston Molonglo FC (easiest to type the club name)
* click on start my registration
* at the welcome page, scroll all the way to the bottom of the page and click on "Get started"
* Indicate that you are registering yourself and click continue
* On the product select page – DO NOT use ‘role,’ ‘football type,’ or ‘playing level’ drop down boxes.
* Coaches – click on the blue ‘select’ button next to the ‘Coaches’ box
* Managers – scroll to the bottom of the page and click on ‘select’ next to the ‘Volunteers - Executive, Team Managers, Volunteers’ box.
* You will then be asked to provide your details, including your working with vulnerable people registration details.

A separate step by step pdf. file will be emailed to managers and coaches and uploaded on the club website. Both coaches and managers will need a ‘Working with Vulnerable People’ registration. You can obtain these from Access Canberra locations. There is an online registration form and more information at:

<https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804/related/1>

# **Responsibilities**

## ***Equipment***

Each team will be issued with shirts, goal-keeping gloves (if needed), training balls, and cones. This equipment is provided on ‘loan’, and the manager and/or coach of each team is responsible for its safe custody, maintenance and distribution, and must account for it during the season. (Incidents of any lost or damaged equipment are to be promptly reported to the club’s coaching coordinator, junior\_coaching@wmfc.org.au.)

## ***Team uniform***

Managers/coaches are to make sure that their players are properly equipped and dressed for all games. The wearing of shinpads is compulsory for matches and training. We recommend kids use football boots.

Please ensure that the kids ONLY wear their shirts on game day. They are not to be worn for training or on non-game days. If you don’t have club socks or shorts you can wear plain black shorts and black football socks. Skins / long-sleeve shirts can be worn underneath (and is probably a good idea mid-winter) if you wish but where possible, should be black. No jackets/ hoodies or other clothing should be worn over the shirt.

WMFC has a merchandise store at our clubhouse open each match day from 8:30am. You can purchase club socks, shorts, training tops, hoodies, jackets, bags and hats. We also have a boot swap program for families that may need assistance with rapidly growing little feet. It’s about swapping good condition boots for equally good condition in a larger size.

## ***Games / Training***

In Miniroos, maximum emphasis is to be placed on having fun, playing fairly, and playing as well as is reasonable for the age group and skill level, with minimum emphasis on winning.

While Miniroos teams are encouraged to give their best and play with ‘winning’ enthusiasm, it is essential to remember that results are NOT recorded and there is no premiership table. This is to avoid Miniroos players getting the impression that winning is more important than playing.

In emphasising the importance of sportsmanship in all aspects of soccer, as far as possible both teams should have an equal number of players, even if this means that one team ‘lends’ players to the opposition, and players should be encouraged to shake hands with the opposition before and after the game.

During each match, coaches are to encourage players from the sidelines. It is **unacceptable** for a coach or manager to shout abuse at any time. Similarly, coaches and managers are to ensure that parents do not shout abuse either.

The coach is responsible for ensuring the team has adequate equipment for each training session.

Waramanga Field is available for Miniroos training between 3-7pm weekdays. Coaches should contact the Junior Chair to arrange allocation of an area for training, junior\_chair@wmfc.org.au Some school-based teams may prefer the convenience of using their school ovals for training, and should remember to ask the school for permission to do so.

## ***Dressing of Grounds***

On each Saturday at Waramanga a draw showing field allocations for games is put up on a board near the canteen, along with a map of the playing fields. Please check the field you are playing on as they can change.

Unless a field has already been ‘dressed’ due to an earlier game, adults from each team will be needed to help put up goals and corner flags before the match, and pack up afterwards as required. This should not be left to coaches who will be busy enough organising teams. The area behind and alongside the goals is to be kept clear (for safety reasons and to avoid distracting the goalkeeper), and players and spectators should not swing on the goalposts or nets.

Miniroos goals and flags are stored in the containers. If they are to be ‘taken down’ at the conclusion of the match they should be returned to the container please and NOT LEFT ON THE FIELDS.

## ***Match Times***

Referees are instructed to start and finish games on time. If a game starts late the referee is to shorten both halves to ensure the game finishes on time. Coaches and managers are asked to have teams ready at their allotted time. Players arriving late can only be introduced to the game when there is a break in play and after the referee has been advised.

As a rule, its best for players to arrive 30 minutes before a game.

## ***Miniroos Referees***

The referees appointed to Miniroos games (U7 to U9 only) are usually young players from our Junior teams who attend a training course before the season to become qualified. Refereeing is a difficult task performed under pressure, and we ask everyone to support our young referees at all times. If you have a concern with the way a game has been refereed, let the Miniroos Referee Co-ordinator or a committee member know so that the problem can be addressed. It is **unacceptable** for coaches / parents to argue with the referee.

## ***Payment/Reimbursement of Referees Fees***

During the season each manager is to pay the relevant fees to the appointed referee before the start of each game – ie. Managers will pay per game. Teams are essentially splitting the fee – paying half each. Please make sure you have the exact amount of money. Referees are not expected to carry change. Fees will be listed on the club website: <http://websites.sportstg.com/club_info.cgi?c=1-8284-113918-0-0&sID=323898>

These fees will be reimbursed via EFT, after completion of the Referee Reimbursement Form by the manager found at the same site on the club website.

## ***Half Time Refreshments***

Water is the best refreshment for players. Many teams like to have oranges / fruit available for the break as well. The manager will usually organise a parent roster for this.

## ***Club Roster***

Each week there are teams in miniroos rostered for field set up (u6s) canteen, or barbeque duties. The canteen or barbeque duties are only for a short time 2-2.5 hrs in duration. We need these shifts fully covered. The barbeque and canteen are a service for the whole WMFC community and are significant fundraisers for the club. They fund things like new kit/ shirts / new goals etc. The coach and manager should not be rostered on but the manager may coordinate duty time with parents to ensure the duty is covered.

All teams across the club are expected to help. Any team that doesn’t get rostered through the season will be rostered on the presentation day held in September on the Saturday following the last game.

Each U6 team will have a mandatory field setup roster. That whole team of parents on roster will be required to be at the fields at 0800 sharp to setup the fields for the day, cones in the carpark, corner flags for U8’s and up, bins put in place and whatever else needs to be done. Parents please ensure your whole parent group is there as many hands make quick and painless setup. Don’t expect your coach or manager to do it as they will be getting the teams ready for the game.

It would be great if someone from the U6 teams would volunteer as a setup co-ordinator to direct traffic each week as many of you in U6 may be new to football and need guidance.

## ***Yearbook***

In the second half of the season team reports for inclusion in the Yearbook are to be prepared (usually by the coach or manager) for publication in time for Presentation Day. Prompt preparation of each team’s report is vital to allow for compilation and printing.

## ***Team Photos***

Managers will be contacted with dates and times for team photos and reminders will be placed on the club and facebook sites. The team photos are included in the Yearbook and are available for purchase by families. Managers will be asked to confirm the spelling of team members’ names.

## ***Presentation Day***

Presentation Day for Miniroos and Junior teams is planned for the Saturday following the last miniroos game. Players will be awarded team trophies.

Prior to presentation, managers will be asked to confirm the spelling of team members’ names.

## ***Sports/Encouragement Awards***

Certificates will be provided by the Club for each team. Managers and coaches will hand these out, usually one player per week, distributed evenly across all players.

# **Other information**

## ***Weather – State of Grounds***

Miniroos games will be cancelled if ACT Sportsgrounds have closed the grounds. The Club may also decide to cancel ‘Miniroos’ matches in the event of inclement weather.

The decision to close will be made at 0800 on the Saturday morning and notifications will be made on the club Facebook page and the website news section. As a starting point, assume the games are on.

## ***First Aid***

First aid equipment and ice are available from the Canteen at the Waramanga playing fields.

***We hope you enjoy your season and thank you again for volunteering to be a coach or a manager!***