



Carine Junior Football Club **Managers' Meeting 2022**

Thank you and Welcome

<https://www.carinefooty.com.au/coaches-and-team-managers>

Pre-season



- Register as a Team Manager in **PlayHQ** <https://www.playhq.com/>
- Complete **Bouncedown** (email from Tim Edmunds)
- Set up **Interchanger** app on iPad
<https://help.rookieme.com/interchanger-manual>
- **Team list** – players, parent contact details/alternate contacts etc.
- **Game day roster** – set-up, goal umpire, first aid, runner, Interchanger, pack down, guernseys, timer etc
- **Guernsey number allocation** – small numbers = small sizes. Large numbers = large sizes.
- **Merchandise** - <https://www.carinefooty.com.au/merchandise>
- **Protective equipment application** – via Team Manager's Coordinator.
- **First Aiders** – Min 2 per team

Pre-season



- **Communicate Rules -**

[https://clubhub.wafc.com.au/?chid=19990&lid=0&rid=0&cid=0,51,62,67,52,66,63,75,76,65,64&search=;](https://clubhub.wafc.com.au/?chid=19990&lid=0&rid=0&cid=0,51,62,67,52,66,63,75,76,65,64&search=)

- **Collect Managers Kits** – Manager's folder, timers, vests, lanyards, pump, match ball, tarp, bell/siren, flags, first aid kit.

- **Parent Umpire Training** – Y3, Y4, Y3/4 Girls – Min 2 x parent umpires.

<https://wafootball.forms-db.com/view.php?id=537577>

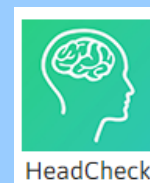
- **Communicate Season Dates**

- **COVID Replacement Players Plan** – Can't use players from other year group team as fill-ins.

Can only use players from year group below. Max 4 games per player in higher age group. Get to know coaches/managers of lower age group.

- **Head Check App** – Min 12 day program for concussion.

<https://www.headcheck.com.au/>



During the Season



- **Communicate with your Team**

- Rosters (Weekly reminder)
- Fixtures (Weekly reminder)
- Club events - photographs
- Special Rounds
- Team photographs
- Team events \$100 (TBC) per team. Recommend full year group event.
- End of season wind-up

- **Monitor game counts** (i.e 50/100 game milestones)

- Game count issue. Available mid year.
- Banner available at club, make your own, or buy online.
<https://www.footybannerswa.com.au/>

Pre-game



- **Team sheets – PlayHQ**

- All players scheduled to play be listed (cross-out players not taking the field)
- Player guernsey numbers to be allocated
- Coach, Assistant Coach (where applicable) and Team Manager, **must** be listed via automated selection
- First aid, Goal Umpire, Runner (18+), Boundary Umpire etc. can be manually added
- Print three (3) copies – Two (2) given to umpires

- **Interchanger app**

- Prepared and ready for the start of the game
- All players scheduled to play be listed (remove players not taking the field)
- All players min 50% game time.

Game Day



HOME

- **Set up oval following or oval reconfiguration** - (i.e. junior to youth)
- **Meet and greet opposition** - explain facilities
- **Meet and greet umpires** - including game ball / team sheets x 2
- **Ground inspection** – when 1st match of the day or when conditions change (i.e. following a change in configuration, juniors to youth)
- **Coordinate the running of the team duties**
 - Check if all players have arrived, hand out vests/lanyards, flags, scorecards, hand out guernseys, collect guernseys, monitor behaviour of parents, collect ball and team sheets from umpire etc
- **Central timer** - South Beach Oval / **Game timer** Lower Beach Oval
- **Scorer** - independent scorekeeper (Y7 –Y11/12 ONLY)
- **COVID compliance** – as required
- **Carine Changerooms**
 - remove all gear immediately after HALF-TIME break (Y9- Y11/12).
 - please clean as you go. Don't leave a mess for the last team.
 - tidy changerooms, pack up and lock up if last game.

Game Day



AWAY

- **Meet and greet with opposition** - team numbers etc.
- **Coordinate the running of the team duties –**
 - Check if all players have arrived, hand out vests/lanyards, flags, scorecards, hand out guernseys, collect guernseys, monitor behaviour of parents, collect team sheets from umpire etc

IMPORTANT

- **Managers are the only person who can approach the umpires/opposition**
- **Support and encourage players / spectators to practice calm 'true sport' guidelines**

Post-game



HOME

- **Arrange pack up of all equipment if final match of the day**
– all equipment is taken to the storeroom (Northern end of Beach Road)

HOME & AWAY

- **Umpires** – collect game day ball / signed team sheet
- **Interchanger** - complete final score and submit
- **Team sheets PAPER**– drop-off team sheets / goal umpire score cards / ground inspection reports / incident, injury and/ or penalty reports / Fairest & best voting slips to BEACH ROAD CANTEEN
- **Guernseys** - collect ALL and allocate for washing in readiness for the following week.
- **Celebrate player of the week** – vouchers provided (Club x 1, Local Shack x 1)

Post-game



PlayHQ

- **Update team sheets** by removing any player(s) who did not play, volunteer(s) names & guernsey numbers.
- **Update final scores** / goal kickers if recorded. **Game locked midday Monday.**

Email - penalties / significant injuries / significant incidents – to
junior.vp@carinefooty.com.au (Years 3-6)
youth.vp@carinefooty.com.au (Years 7-12)

List:

1. What happened
2. Who was involved / who was affected (and how)
3. Known outcomes *please do this regardless of which team was central to the incident.*

Questions?





Carine Junior Football Club

Thank You!