



**SEAFORTH FOOTBALL CLUB
MANAGERS' MANUAL
2011**

ABN: 97 954 498 828

***E-Mail: info@seaforthfc.com
Website: www.seaforthfc.com***

CONTENTS

RESPONSIBILITIES OF A TEAM MANAGER	3
SEAFORTH FC COMMITTEE	4
WEBSITE & ON-LINE INFORMATION SERVICE.....	5
BALL SIZES	5
MANAGER'S CHECKLIST.....	6
OFFICIAL COACH & MANAGER ID CARDS	6
DURATION OF GAMES.....	6
AWAY STRIP.....	7
CHANGES TO THE DRAW	7
CLUB POLICIES	7
WET WEATHER LINES	8
PLAYER IDENTITY & REFEREE'S CARD	9
BORROWING PLAYERS	10
PLAYING RULES.....	10
MOST QUERIED RULES U10-SENIORS.....	11
FORFEITS	11
RESULTS: U10/WU11 - SENIORS.....	11
MATCH REPORTS	11
REFEREES	12
INSURANCE.....	12
GAME TIME.....	12
ROSTERED DUTIES	13
STORAGE OF THE NETS/CORNER POLES.....	14
SEAFORTH F.C. MERCHANDISE.....	14
TRAINING GROUNDS	14
COACHES REFERENCE LIBRARY.....	15
COMPETITION STRUCTURE.....	16
TROPHIES, AWARDS AND PRESENTATIONS	17
WORKING WITH CHILDREN DECLARATIONS	18
NEWSLETTER	18
LOST PROPERTY	18
GROUND LOCATIONS.....	19
SCHOOLS.....	19
CODES OF CONDUCT	20



RESPONSIBILITIES OF A TEAM MANAGER

GEAR ISSUE & UPKEEP

At the beginning of the season, each manager is issued a kit bag with shirts, goalie shirts, cones, practice bibs, practice balls, and a match ball. All competition teams (U10 upwards) also receive a registration book with each team member's ID card enclosed. When the kit bag is issued a checklist of its contents will be signed out by the manager, and when it is returned at the end of the season the contents will be checked against the list and deemed not returned until signed back in by the manager.

Any queries regarding gear during the year should be directed to the gear stewards:
Competition teams: Rachael-Ann Russell gearsteward@seaforthfc.com 0418 665 295 or
Sub Junior U6-U9 teams: Geoff Drane gearsubjuniors@seaforthfc.com 0422 402 998.

It is the responsibility of the manager to ensure that all gear is kept in good condition. The gear remains the property of the club and no alterations can be made to it. If a shirt is too small, or too big, please contact the club who will do their best to replace it.

It is Seaforth FC policy that players do not wear their shirts to and from the game. A roster system is to be set in place, by the manager, whereby one parent takes the team shirts home to wash at the end of a game, and returns them at the beginning of the next game. This will alleviate a huge problem where every year a number of shirts have to be thrown out because of damage done to them with texta, food and in some cases, scissors. Please follow the washing instructions and be aware that the shirts are not to be soaked in bleach.

Seaforth FC shirts and socks are not to be worn to training.
Shin pads must be worn at training and during competition matches.

At the end of the season arrange for collection and return to the Gear Steward when requested, team shirts, arm bands, club balls and training equipment. Shirts are to be washed.

The cost to kit an average sized team is \$600. By taking on the role of manager, you also take responsibility for the club's equipment.

If, in the committee's opinion, Seaforth FC equipment has been lost or willfully damaged, the person responsible (player, parent, coach, manager) will be held liable for the replacement costs of damaged or lost item/s.

**Sub junior kits are to be returned on Sub Junior gala day.
Competition kits are to be returned no later than 2 weeks after completion of the teams competition. Outstanding teams will be sent an invoice for the replacement cost of the kits.**

**SEAFORTH FC COMMITTEE MEET THE 2ND MONDAY OF THE MONTH
AT SEAFORTH OVAL CLUB ROOMS**



GENERAL ENQUIRIES

Seaforth FC receives many enquiries during the season. If you have a question please check that the answer is not already contained in this Manual, then please take the time to consider who would be best placed to handle your enquiry, eg: Changes to draw = Competition Secretary; Gear issue = Gear Steward; coaching question = Coaching Director

If you are not sure who to contact please call your Age Co-ordinator who may be able to assist or direct you to the appropriate person.

AGE CO-ORDINATORS / CONTACTS

U6-U7's	Gareth Rouse	u6-u7coordinator@seaforthfc.com	0414 595 694
U8's	Greg Little	u8coordinator@seaforthfc.com	0400 550 308
U9-U10's	Jason Agapiou	u9-u10coordinator@seaforthfc.com	0420 591 288
U11-U16	Phil Gardner	u11-u16coord@seaforthfc.com	0407 926 242
Women's Junior	Neil Adamson	juniormenscoord@seaforthfc.com	0421 614 274
Women's Senior	Chris Goodmanson	seniormenscoord@seaforthfc.com	0418 699 552
Senior Men's	Kym Weekes	seniormenscoord@seaforthfc.com	0421 781 338
O35 / O45 Men's	Nick Crowley	over35coord@seaforthfc.com	0425 374 681

SEAFORTH FC COMMITTEE

President	Richard Wright	president@seaforthfc.com	9948 6406 0412 124 583
Vice President	Scott Greuter	vicepresident@seaforthfc.com	9949 2571 0404 891 186
Secretary	Alan Glixman	secretary@seaforthfc.com	9949 7790 0420 810 142
Competition Secretary	John Walker	compsec@seaforthfc.com	0413 644 487
Treasurer	Linda Wright	treasurer@seaforthfc.com	9948 6406
Registrar	Claire Leach	registrar@seaforthfc.com	0423 838 144
Results Officer	Brian Weldon	results@seaforthfc.com	0468 631 990
Canteen Supervisor	Linda Wright	canteensupervisor@seaforthfc.com	9948 6406 0412 124 583
Coaching Director	Sharon Egger	coachingdirector@seaforthfc.com	9977 7753 0421 475 840
Mixed Grading Co-ordinator	Scott Greuter	gradingsmixed@seaforthfc.com	9949 2571 0404 891 186



Womens Grading co-ordinator	Jody (David) Kilpatrick	gradingswomens@seaforthfc.com	0434 565 571
MWFA Delegate		mwfadeligate@seaforthfc.com	
Promotions & Sponsorship	Richard Wright	promotions@seaforthfc.com	0412 124 583
Gear Steward Competition	Rachael-Ann Russell	gearsteward@seaforthfc.com	0418 665 295
Gear Steward Sub-Junior	Geoff Drane	gearsubjuniors@seaforthfc.com	0422 402 998
Groundsman		groundsman@seaforthfc.com	
Newsletter Coordinator	Dave Murton	newslettercoord@seaforthfc.com	
Media / Webmaster	Richard Wright	websitecoord@seaforthfc.com	
Members Protection Officer	Richard Wright	protection@seaforthfc.com	0412 124 583
Club's Info Line			9990 9696
Comp Results Fax #			9907 7667
E-mail		info@seaforthfc.com	

WEBSITE & ON-LINE INFORMATION SERVICE

Seaforth FC has it's own website - www.seaforthfc.com

We endeavour to keep this up to date with the latest newsletter, MWFA news, results of games and other information. If you have anything you would like put onto the web contact Richard Wright 0412 124 583 or e-mail websitecoord@seaforthfc.com

All members, and especially ALL MANAGERS are encouraged to sign onto the Club's On-Line Information Service, and encourage as many of your players to also sign on, as this service will be used by the Club to provide important reminders and information during the season.

BALL SIZES

U6 - U8 Size 3
 U9 - U13 Size 4
 U14 up Size 5

All match balls must be one of the approved brands listed below:

- Lotto
- Mitre
- Patrick



MANAGER'S CHECKLIST

- ❖ Carry a basic first-aid kit. Make sure this includes ice or an icepack.
- ❖ Carry a spare whistle
- ❖ Ensure that each player has his or her own identified water bottle. No sharing – this is a health requirement
- ❖ Check players are wearing correct strip, shin pads etc. Shirts to be tucked in
- ❖ Ensure team completes its allotted rostered duties
- ❖ Establish a team roster for shirt washing, BBQ, canteen, match reports & net duties.
- ❖ Team to be at field 30 minutes before kick-off
- ❖ If a player must wear glasses, ensure that they comply with the PROCEDURE FOR THE APPROVAL OF SAFETY GLASSES instructions included in the Documents section of the Seaforthfc website.
- ❖ No jewellery, watches, ear, nose, lip rings etc to be worn by players at training or in competition
- ❖ Endeavour to support and encourage your team to take an active part in any club fund-raising efforts.
- ❖ Ensure 'Prohibited Employment Declarations' are collected on time
- ❖ A friendly team get together with parents & players (BBQ?) before the start of the season is recommended
- ❖ Collect gear at end of season and return to club in clean condition

OFFICIAL COACH & MANAGER ID CARDS

Coaches and managers of competition teams (U10 and older) will be issued with official MWFA Photo ID cards to be worn around the neck, which will denote their authority to be in the Technical area, and discuss on-field action with the referee. Referees have been advised that no discussion will be entered into with anybody not wearing an official ID neck tag. This is an MWFA ruling.

DURATION OF GAMES

Age Group	Duration
U6-U7	15 minutes each way
U8-U9	20 minutes each way
U10, 11, 12	25 minutes each way (both Mixed & Womens)
U13, 14	30 minutes each way (both Mixed & Womens)
U15, 16	35 minutes each way (both Mixed & Womens)
18 & Up	45 minutes each way

A break of 5 minutes should be taken between halves of all games. If the game is late starting the playing time shall be reduced accordingly by the referee, subject to the two halves being of equal time.



AWAY STRIP

MWFA Assoc. Rule C4:

"Where in the opinion of the referee, a change of strip is necessary, the away team (second team mentioned in the draw) shall change. Away teams unable to meet such a request will forfeit the game."

If playing St Augustine's, Narrabeen FC or another Seaforth FC team, when you are the "away team" you will have to wear our club's RED "away" shirts. These can be picked up and signed for by contacting:

For Sub Juniors - Geoff Drane: gearsubjuniors@seaforthfc.com or 0422 402 998

For Competition Teams - Rachael-Ann Russell: gearsteward@seaforthfc.com or 0418 665 295

Away strips can be collected from the Seaforth Clubhouse on Friday nights between 6:00-7:00pm. Please contact the gear steward beforehand to confirm what's required.

Shirts are to be returned washed by the Tuesday after the match.

CHANGES TO THE DRAW

Each member of your team should be notified by the manager of a change in the draw. The manager will be informed of these if and when they occur by the Competition Secretary.

All games are presumed to be ON unless your team is notified by this person.

Please do not phone other committee members to check.

It is recommended that all Managers phone the Seaforth FC Information Line (9990 9696) towards the end of the week as a double check for any draw changes.

Give each member of your team a copy of the season's draw, ground locations, team list and important phone numbers.

CLUB POLICIES


The club stores copies of all important policy documents on the club website in the "Documents" section. All managers and coaches should familiarise themselves with these policies.




WET WEATHER LINES

To check if grounds are closed for training due to wet weather, phone the appropriate council's wet weather line:


Manly Council (all our designated grounds except Condover):

 9976.1699


Warringah Shire Council (Condover):

 9981.2099

Mosman Council


 9978.4136

Pittwater Council

 9970.1236



You can also get all the latest weather forecasts and ground closure information by going on to the website www.seaforthfc.com , click onto Wet Weather link

If in doubt about a game being on due to weather conditions, managers can check by calling the - **Seaforth FC Information Line** -  9990 9696.

Remember Football is a winter sport – so ALL GAMES ARE CONSIDERED ON UNLESS ADVISED OTHERWISE.

If we are informed on Friday that games are “out” the information line should be updated by 7.00pm. If told as late as Saturday morning, the last minute wet weather cancellations should be listed by 8.00am. Often a council will close only selected grounds under its jurisdiction, and the decision to call off the entire round is then up to the MWFA – so please check the above information lines to avoid any doubts.

Changes to the official draw due to wet weather will be displayed on Friday afternoons on MWFA website: go to www.seaforthfc.com , click on “Links”, click on “MWFA Site”

Sunday Games:

Check Wet Weather lines on Sunday morning if in doubt about the game



PLAYER IDENTITY & REFEREE'S CARD

(U10/WU11 - Senior Teams)

**** New Managers Please Note ****

Players & Opposition Identity Cards must be checked prior to each game. If a player is playing up as a substitute for the match, their ID card must also be checked.

*** IF A PLAYER DOESN'T HAVE AN ID CARD THEY AREN'T ALLOWED TO PLAY ***

On the Referees Card ensure each player's name is written clearly and their MWFA ID number is recorded in the correct column. Failure to comply with this will invalidate the game and the result will be recorded as a "no result". A "no result" can also be caused if a pre-printed list becomes detached from the Referees Card. If a player's name is on the Referee's Card, officially it means he has played that game - whether he took to the field or not, whether he was in attendance or not. Please be aware of the ramifications of naming a player "just-in-case".

**** MAKE SURE YOU KNOW THE RULES ON BORROWING PLAYERS ****

Referee Cards must be signed by both managers at the start of the game to confirm that all players have ID cards and that borrowed players are eligible to play. Cards are also signed at the end of the game to confirm that both sides agree with the result recorded on the card.

DO NOT SIGN THE REFEREES CARD IF ...

Opposition Team Id Cards Are Missing .. or

You Think Any Opposition Players Were Not Eligible To Play .. or

The Result On The Card Is Not Correct

If you don't want to sign the Referees Card for the above reasons, instead, write the letters 'STA' (Subject To Adjudication) on the card. An 'STA' on the card is not enough - the manager then needs to contact the Club Secretary who will provide the appropriate Protest & Dispute form, which must be sent to the MWFA within 48 hours to officially lodge a dispute.

The result on the card should match the goals awarded in the game. You are not entitled to protest about the performance of the referee (for example if they allowed an offside goal) or incidents such as cheating. If you wish to protest about any other aspect of the game please contact the Club Secretary. Any incidents involving violent behaviour or other major breaches of the Code of Conduct should also be reported to the club.

Any non-registered player who participates in an official competition game null and voids all insurance cover for both teams.

Additional referee cards are available from the Canteen at Seaforth Oval.



BORROWING PLAYERS

In U10s/WU11s and above you need to be aware of the rules about borrowing players to help out when you are short. There are two rules you need to know ...

Playing in Higher Divisions

"A borrowed player may not play more than one division lower than his registered division when playing in the next highest age group competition, (e.g. a borrowed player registered in a first division team may only play in a first or second division team if playing in a higher age group competition). A borrowed player playing two age group competitions up can play in any division in the higher age group."

So, an U10/3 player can play U11/4 or higher but cannot play in U11/5. An U11/2 player can play U12/3 or higher but cannot play U12/4.

For borrowed players, their normal team must be noted on the referee's card.

The Four Game Limit Rule

A player may only play four games for another team within the club as a borrowed player. **If the player wishes to play any more games for that other team then they will no longer be able to play for their original team.** Before they can play a fifth time for that other team they must re-register for that team and have their ID card changed by the MWFA. Failing to re-register and get the ID card stamped in these situations may result in the MWFA taking a serious action against the team and/or the club. The MWFA audits this..

So, all managers involved should keep track of the number of times a player is borrowed to ensure this rule is not breached and that the player does not inadvertently become ineligible to play for their team.

PLAYING RULES

Sub-Juniors (U6-U9)

- U6 & U7 : Four (4) players on field – no goalkeepers.
- U8 Seven (7) players on field including a goalkeeper
- U9 & U10 Mixed & U10 Girls: Nine (9) players on field including a goalkeeper.
- U11 Mixed & U11 Girls and up: Eleven (11) players on field including a goalkeeper.

- If the opposing team has more than the required amount of players on the field, ask the coach or manager to remove those players – **DO NOT SEND ONE OF YOUR TEAM ON TO EVEN UP THE NUMBERS**
- The Off-Side Rule applies from U8 upwards.
- A copy of the playing rules for U6, U7, U8 and U9s are available via the Seaforth FC website.



MOST QUERIED RULES U10-SENIORS

Because of the number of changes to the playing rules adopted by the Council of Clubs and the Manly Warringah Football Association, Seaforth Football Club advises ALL managers to download the MWFA Playing Rules – current year edition.

This can be done by either the MWFA Website www.mwfa.com.au or from the Seaforth FC Website www.seaforthfc.com click onto the link Documents.

FORFEITS

Teams who will not be able to field the minimum number of players for a match or who will not be able to get their team to the match venue on time must advise the Seaforth FC Club Competition Secretary that they will be forfeiting the match. The Club Competition Secretary will inform the MWFA and the opposition club of the forfeit.

Make sure you tell the Club Competition Secretary of your intention to forfeit at least 24 hours before the match.

If notice doesn't reach the opposition team who are affected by the forfeit at least 24 hours before the scheduled time of the match, then the forfeiting team may be fined.

RESULTS: U10/WU11 - SENIORS

Results of ALL GAMES (both home & away) are to be posted on the Results Board (clipboard hanging beside the canteen) at Seaforth Oval by 5.30pm. On the rare occasion when this is not possible, please phone your results through ASAP to the Club Results Officer, Brian Weldon 0468 631 990

In the case of your team being the home team (1st mentioned in the draw) the referee's card must also be returned (on clipboard) to Seaforth Oval by 5.30pm.

Sunday Games: The results of a Sunday game are to be phoned through to the Results Officer 0468 631 990 after the game. For home games, the signed Referees card must also be returned (on clipboard) to Seaforth Oval by 5.30pm on Sunday.

Please note that if the club fails to send through the results or hand in all the referee's cards, we receive fines. These will be handed to the manager of the team if they are at fault.

MATCH REPORTS

To submit a match report, email your report as a Word Document to:
president@seaforthfc.com

Please make every effort to submit these reports as they provide great reading and the kids love seeing their names in print!



REFEREES

Sub-Juniors (U6 to U9 & WU10)

- No referees are supplied so the HOME team (first team listed on the draw) must provide a referee or game leader (SSG).

U10/WU11 – Seniors

- The MWFA attempts to provide official Black & White referees for matches.
- However, there is a huge shortage of referees which will mean that at some stage during the season your competition team will not have an official Black & White referee.
- If there is not an official referee for your game, it is the responsibility of the home team to provide one.
- For each Home game you should always plan to have someone on stand-by in case there is not an official referee.

Note: Unofficial referees are entitled to issue yellow & red cards

INSURANCE

If a player is injured during a game and needs to visit a Doctor an Insurance claim may be lodged. The onus is on the player to contact the MWFA office on 9982 6228 to report the incident and a claim form will be sent out. Once the player and Doctor have completed the claim form it is to be given to the Secretary of Seaforth FC to complete. Any further correspondence is between the claimant and the insurance company.

Any non-registered player who participates in an official competition game null and voids all insurance cover for both teams.

GAME TIME

During the regular season, coaches of all teams should be aware that it is the club's policy that all players should be given equal time on the field. This is not always possible each week but should hold true when considering any group of 2-3 consecutive matches. This applies to both competitive or non competitive games.

The situation is slightly different for competition teams when playing in the short end-of-season knockout competition. The "equal game time" policy can be relaxed to enable coaches to balance their teams so they can focus on trying to win the competition. However, all players must be given some game time and coaches must be mindful that all players have contributed throughout the season and deserve a chance to participate.



ROSTERED DUTIES

Team duties are an important part of making our club run successfully and your contribution is very much appreciated by the club. All teams, from U6s up to our top senior teams do duties. Thanks, in advance, for your help during the season.

The club has General Duty rosters and Net Duty rosters.

Canteen, BBQ and Ground Duties:

Seaforth FC needs teams to do BBQ, canteen and ground set up or close duties at Seaforth Oval and has the following general duty rosters:

- Saturday Canteen & BBQ Duties (Seaforth Oval)
- Saturday Ground Duties (Seaforth Oval)
- Sunday Duties (Seaforth Oval)

Just a reminder that children under the age of 16 are not permitted anywhere in the canteen and BBQ areas. Insurance does not cover these people and Seaforth FC will not be held responsible for any injuries that might occur.

Net Duties:

The club has the following "Net" rosters:

- Saturday Mini-Fields Nets Roster (Seaforth Oval)
- Saturday Mini-Fields Nets Roster (Tania Park)

Seaforth FC U6-U8 Teams:

At Seaforth Oval and Tania Park, the club asks that the last Seaforth U6-U8 teams to play on the "mini" fields pack away the nets and any removable goal posts.

At Tania Park, for U7 teams, the first team playing on a field will need to pick up the special "small-sided game" goals from Seaforth Oval – the last U7 team playing on a field will need to return them to the club. Teams should allow extra time before early matches to pick these goals up from Seaforth Oval.

MWFA Rules About Nets:

The MWFA requires that the first teams to play on a field must put nets up and the last teams to play on a field must take nets down – each team does one half of the field. This rule applies to ALL teams. It applies to all age groups from U6 through to senior teams, to both Home and Away games, and at all grounds in the MWFA. Unless instructed otherwise nets and flag poles should be left in the centre of the field.

The Rosters Are Issued In Two Parts:

The club rosters are published in two parts. This is because they are aligned to the MWFA season draw and that draw is issued in two parts. The first part is issued just before the first round and covers the first 4-5 weeks of the season. The draw for the remainder of the season is issued about 6 weeks into the season.

Please ensure you check the General Duty and Net rosters in early April and also in mid-May to confirm when your team is scheduled for duties.



STORAGE OF THE NETS/CORNER POLES

Seaforth Oval:

These are kept in the storeroom at the southern (playground) end of the Clubhouse. Please place nets into their correct bins after the game. The bins are marked "Main Field", "Mini-Field" etc. The corner flags are to be returned to the same area.

Tania Park:

Nets for the main fields will be kept in the storeroom at Tania Park, The nets will be placed outside the room in the morning. It will be the teams' responsibility to put them up, and the last team to pull down and return to the storeroom. Nets for the SSG's are kept at Seaforth Oval and will need to be picked up & dropped off from/to Seaforth Oval clubhouse.

SEAFORTH F.C. MERCHANDISE

Seaforth FC have a range of merchandise including club jackets, black fleecies, polos caps, bags, balls & beanies all with the club logo. You can also purchase black shorts, balls, pumps, shin pads & whistles. Further information is available at our website www.seaforthfc.com and click on Club Shop.

Club merchandise, including Seaforth FC shorts, can be purchased on Friday nights at the Seaforth Clubhouse from 6:00-7:00pm or on weekends (if it's not too busy).

Please note that any replacement socks or shirts must be obtained via the Club Gear Stewards. They cannot be purchased or obtained from the Clubhouse.

TRAINING GROUNDS

As there are so many teams in the club it is necessary for each manager to book your team's training time and venue preference via the website, with an email to training@seaforthfc.com. We will confirm back to you by email that this time and date is available.

The club has rules about where teams train. These are available on the club website. Please check these rules before submitting your request.

Seaforth FC are only covered by insurance for the following designated training grounds: (See www.seaforthfc.com for map of training fields)

- Manly West Oval (Quirk Rd)
- Seaforth Oval
- Condover Park
- Balgowlah North Primary School
- Tania Park
- Balgowlah Oval



Ensure that your team does not train on any grounds that are closed due to wet weather (see Wet Weather) otherwise the Club may have their training rights rescinded by Manly Council if we fail to observe “GROUND CLOSED” notices.

Pre-Season Trials

The club hosts pre-season trial matches at Tania Park. If your team wishes to play a trial there please refer to the club website to see available times and submit a booking request to training@seaforthfc.com.

No Seaforth FC shirts or socks are to be worn at training. Shin pads must be worn at training and during competition games. No jewellery, watches etc to be worn during training and competition games. No form of casts or splints are allowed to be worn during games.

COACHES REFERENCE LIBRARY

Seaforth FC has compiled a coaches reference Library with current coaching videos and books available for borrowing.

The list of materials available for coaches to borrow is listed on the club website.

- The library is administered by Sharon Egger. Telephone: 0421 475 840. or email: coachingdirector@seaforthfc.com
- Only coaches who are currently coaching a Seaforth soccer team and are officially listed as a team coach will be eligible to borrow from the library.
- Borrowing from the library is **free**, provided that the borrowing rules are not abused.
- Samples of material that is available for borrowing:

Videos:

“Hot Soccer”
“Play Like a Soccer Legend” – Coerver
“The Creative Dribbler” – Coerver
“A New Era” – Coerver
“Building Essential Skills” – Coerver
“Fast Break Attack” – Coerver
“Success In Soccer” Vol 1, 2, 3 & 4
“Ready Set Goal!” – Darcy Purac

Books:

“Coaching Junior Soccer” – Denis Ford
“Developing Youth Soccer Players” – Horst Wein
“Success in Soccer – Vol 2”



COMPETITION STRUCTURE

Regular Season Competition

U6, U7, U8: Teams play the Small Sided Game format on mini-fields against teams from other clubs in a "zone" made up of 4-5 clubs. No point tables are kept. A copy of the playing rules for Small Sided Games (SSG) are available on the Seaforth FC website.

U9 and W-U10: Teams are placed into age-based divisions of 6 to 12 teams and play in a round robin "home and away" style competition against teams from all other clubs in the MWFA. No point tables are kept. Matches are played 9-a-side on a $\frac{3}{4}$ size field.

Juniors and Seniors - (mens & womens): Teams are placed into age-based divisions of 6 to 14 teams and play in a round robin "home and away" style points-based competition against teams from all other clubs in the MWFA. For U10s, matches are played 9-a-side on half a full size field, running crossways and using special goals. For all other ages matches are played 11-a-side on a full-size field. At the end of the season the team with the most points in each division is awarded the "major premiership" and becomes the "champions" of that division for the year.

End of Season Competitions

U6, U7, U8: Seaforth FC runs an annual "Gala Day" at the end of the season for all Seaforth FC U6, U7 and U8 teams. This is a family fun day with a mini "Nation" Soccer competition taking place.

U9 and W-U10: As the last round of the season, the MWFA runs an U9 knockout competition Gala Day and a W-U10 knockout competition Gala Day. U9 teams from all clubs in the MWFA are divided into groups of 5 or 6 teams. All teams in one group come together and play a round robin competition at one ground over a day. The W-U10 competition is run the same way.

Juniors and Seniors - (mens & womens): After all regular season matches have been played, for each division, the MWFA runs a second "finals" competition over 2-4 weeks that culminates in a grand final match. The competition is either a round robin points-based competition or a knockout. The format chosen is dependent on the number of free weekends available at the end of the season. The team that wins the grand final is awarded the "minor premiership" and becomes the "Knockout Competition winners" of that division for the year.

When the second "finals" competition is a knockout format, only the top four teams in each division are involved and the matches are played as semi-finals (1v4 & 2v3) and a grand final.

When the second "finals" competition is a round robin points-based format, each division is divided into two halves and the top four teams in each half compete against each of the other teams from that same half or group. At the end of the "top half" round robin competition the top two teams progress to the grand final as outlined above. At the end of the "bottom half" round robin competition the top two teams play off in a final with the winner awarded the "pennant trophy".



TROPHIES, AWARDS AND PRESENTATIONS

Sub-Juniors

U6, U7, U8: At the end of the Seaforth FC Gala Day, all players receive an award from Seaforth FC and a medallion from the MWFA.

U9 and W-U10: At the end of the MWFA Gala Day all players receive a medallion from the MWFA. Seaforth FC also presents all U9 and W-U10 players with a medallion at the Club Presentation night.

Juniors (U10-U16)

From the MWFA: The MWFA awards team trophies and special player medallions for everyone in the team for each division as follows:

- Major Premiership - Champions
- Major Premiership - Runners Up
- Knockout Competition - Grand Final Winners
- Knockout Competition - Grand Final Runners Up

All MWFA trophies and player medallions are awarded by the MWFA immediately after the knockout competition grand final for that division. The ceremony is held at the same ground where the grand final is played.

If your team wins any of the above trophies you must ensure that all members of your team attend the MWFA ceremony, even if your team is not involved in the grand final. The MWFA trophies cannot be taken home, away from the ceremony.

From Seaforth FC: All Junior players receive a trophy or medallion of some sort from Seaforth FC at the end of the year. If a team wins its season competition (ie. Major Premiership) or if it makes the semi-finals or finals, a trophy is presented to each team player at the Club Presentation Night. All other players receive a medallion in recognition of their season with the club.

Perpetual Trophies:

Seaforth FC Perpetual Trophies, i.e. annual trophies given out for Best Team Average, Most Goals Scored, etc, are presented to the winning teams/players at the Club Presentation night. These trophies are handed back to the club at the end of the evening (after photos are taken). They are then stored in the trophy cabinet for safe keeping.

Seniors (U18, U21, ALs, O35s, O45s)

From the MWFA: Same as above.

From Seaforth FC: Organised at end of season.



WORKING WITH CHILDREN DECLARATIONS

(In the following instance 'children' refers to anyone under the age of 18)

We are required by law to issue any person dealing with children a "Prohibited Employment Declaration" to complete. All managers, coaches, trainers, and committee members must do this. Any person in charge of children in a position of authority during competitions, team tours, training camps etc must also complete this declaration prior to the event/trip. Any child, i.e. under 18, in charge of children must also sign the declaration. Please return completed forms to your age coordinator. Please note – if a form is not completed, that person shall have no 'Position of Authority' with any child registered with Seaforth F.C. i.e.: *'Position of Authority'* means- *"Any Person who in their duties is responsible for supervising a child or who in their duties is capable of directing a child."*

Please refer to the "What you need to know when coaching kids" information which has been produced by Football NSW and is available on their website; www.footballnsw.com.au

NEWSLETTER

The club produces a newsletter that is emailed to all Managers, as well as posted on the Website – NO printed copies will be produced.

Please ensure you read the newsletter as it is one of the main ways that the committee is able to communicate with the Managers & players within the Club regarding up coming events, changes in rules etc.

If there is any information that you would like to go into the newsletter please email the newsletter editor, Dave Murton - email newslettercoord@seaforthfc.com .

It is your newsletter – please contribute.

LOST PROPERTY

Lost property can be viewed on Friday nights at the Clubhouse from 6:00-7:00pm.



GROUND LOCATIONS

(check our website for Maps of these grounds)

Abbott Rd (<i>aka John Fisher Pk</i>)	Abbott Rd	Curl Curl
Allan Border Oval	Gouldberry Street	Mosman
Arrarat Reserve	Gratten Cres	Forestville
Bambara Reserve (<i>aka Belrose Oval</i>)	Bambara Rd	Belrose
Beacon Hill 2	Willandra Rd	Beacon Hill
Beverly Job 2-3	McIntosh Rd	Narraweena
Boondah Resereve	Boondah Rd	Nth Narrabeen
Careel Bay	Barrenjoey Rd	Nth Avalon
Collaroy Plateau	Blandford St	Collaroy Plateau
Conover 1-2	Conover St	Nth Balgowlah
County Road (<i>behind Ambulance station on eastern side of</i>):	Forest Way	Frenchs Forest
Cromer Park	Sth Creek Rd	Dee Why
David Thomas Reserve	Sloane Cresc	Manly Vale
Dee Why Oval	Lismore Ave	Dee Why
Dunbar Park	Old Barrenjoey Rd	Avalon Beach
Georges Heights	Middle Head Rd	Mosman
Grahams Reserve	Balgowlah Rd	Fairlight
Hews Pde	Hews Pd	Belrose
Jackson Rd (<i>opposite Warriewood Shopping Centre car park</i>)	Jackson Rd	Nth Narrabeen
John Fisher Park 3-5	Abbott Rd	Curl Curl
Killarney Oval	Starkey St	Killarney Hghts
Kitchener Park	Pittwater Rd	Mona Vale
Lionel Watts	Blackbutts Rd	Frenchs Forest
MacFarlane Park	MacFarlane Ave	Davidson
Melwood Ave	Melwood Ave	Forestville
Millers Reserve	Campbell Pde	Manly Vale
Nolans Reserve	Pittwater Rd	Nth Manly
Passmore Reserve	Campbell Pd	Manly Vale
Richard Healey	John Oxley Dr	Davidson
Seaforth Oval	Wakehurst Parkway	Seaforth
St Matthews Farm Res	Fisher Rd Nth	Cromer
Tania Park	Dobroyd Scenic Dr	Balg. Heights
Terry Hills Oval	Beltana Ave	Terry Hills
Tristram Rd (<i>formally Beacon Hill H.S.</i>)	Tristram Ave	Beacon Hill
Wyatt Ave	Wyatt Ave	Belrose

SCHOOLS

Barrenjoey HS	Tasman Rd	Nth Avalon
Belrose Primary	Ralston Ave	Belrose
Davidson HS	Pound Ave	Frenchs Forest
Forest High School	Frenchs Forest Rd	Frenchs Forest
Terrey Hills PS	Cooyong Rd	Terrey Hills



CODES OF CONDUCT

Players Code of Fair Play

Play by the rules.

Never argue with a referee or assistant referee. If you disagree, have your captain, coach or manager approach the official on your behalf.

Control your temper. Verbal abuse of officials and sledging other players, deliberately distracting or provoking an opponent are not acceptable or permitted behaviours in soccer.

Work equally hard for yourself and your team. Your team's performance will benefit so will you.

Be a good sport, recognise all good plays whether they are part of your team or the opposition.

Treat all participants in soccer as you like to be treated. Do not bully or take unfair advantage of another competitor.

Cooperate with your coach, team mates and opponents. Without them there would be no game.

Participate for your own enjoyment and benefit, not just to please parents and coaches.

Respect the rights, dignity and worth of all participant, regardless of their gender, ability, cultural background or religion.

Parents Code of Fair Play

Remember that children participate in sport for their enjoyment.

Encourage children to participate, do not force them.

Focus on the child's efforts and performance rather than winning or losing.

Encourage children always to play according to the rules and to settle disagreements without resorting to hostility or violence.

Never ridicule or yell at a child for making a mistake or losing a game.

Remember that children learn best by example. Appreciate good performances and skilful plays by all participants.

Support all efforts to remove verbal and physical abuse from all of soccer's activities.

Respect official's decisions and teach children to do likewise.

Show appreciation for volunteer coaches, officials and administrators. Without them, your child could not participate.



Respect the rights, dignity and worth of every young person regardless of their gender, ability, cultural background or religion.

Coaches Code of Fair Play

Remember that junior players participate for pleasure and winning is only part of the fun.

Never ridicule or yell at a junior player for making a mistake or not winning.

Be reasonable in your demands on players' time, energy and enthusiasm.

Operate within the rules and spirit of the game and teach your players to do the same.

Ensure that the time players spend with you is a positive experience.

All junior players are deserving of equal attention and opportunities.

Avoid overplaying the talented players; the just average need and deserve equal time.

Ensure that equipment and facilities meet safety standards and are appropriate to the age and ability of all players.

Display control, respect and professionalism to all involved with the sport. This includes opponents, coaches, officials, administrators, the media, parents and spectators. Encourage your players to do the same.

Show concern and caution toward sick and injured players. Follow the advice of a physician when determining whether an injured player is ready to recommence training or competition.

Obtain appropriate qualifications and keep up to date with the latest coaching practices and the principles of growth and development of young players.

Any physical contact with a junior player should be appropriate to the situation and necessary for the player's development.

Respect the rights, dignity and worth of every young person regardless of their gender, ability, cultural background or religion.



Spectators Code of Fair Play

Remember that young people participate for their enjoyment and benefit, not yours.

Applaud good performance and efforts from all individuals and teams.

Congratulate all participants on their performance regardless of the game's outcome.

Respect the decisions of officials and teach junior players to do the same.

Never ridicule or scold a player for making a mistake. Positive comments are motivational.

Condemn the use of violence in any form, whether it is by spectators, coaches, officials or players.

Show respect for your team's opponents. Without them there would be no game.

Encourage players to follow the rules and the officials' decisions.

Do not use foul language, sledge or harass players, coaches or officials.

Respect the rights, dignity and worth of every young person regardless of their gender, ability, cultural background or religion.