



**PLAYERS & PARENTS
INFORMATION GUIDELINES
2018**

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1.0 INTRODUCTION

St Catherine's United Football Club (St Cats) is an incorporated non-profit organisation owned by its members. The operation of St Cats is governed by a constitution that provides for administration by a Management Committee formed from the membership. The grounds at Peter Lightfoot Oval used by St Cats are the property of the Brisbane City Council and are leased by St Catherine's United Football Club.

Our mission is to:

- Foster, develop and encourage the sport of soccer for the benefit of players of all ages in the Centenary suburbs
- Provide children with the opportunity to enjoy playing football and to develop their abilities as a player.
- Foster and encourage good sportsmanship and a sense of friendly competition between all concerned.
- To insist that all players, parents and team officials abide by the Aussie Sports Code of Behaviour and the rules of the Queensland Christian Soccer Association.
- To encourage players, coaches, managers and parents to conduct themselves in a manner that the club would be proud to say that the person belongs to our club.
- To improve the wellbeing of the Centenary community by providing a medium for a wide cross section of players and their families to form new friendships.
- To encourage participation in the worship and undertakings of the Christian Gospel.

We want parents & players to enjoy the game as well and we see no place for unruly behaviour.

St Cats teams play under By-Laws administered by Queensland Christian Soccer Association (QCSA) and Federation International Football Association (FIFA), the governing body of football that sets the rules and guidelines for all competitions which we are obliged to follow. QCSA is responsible for organising details of the fixtures draw, player insurance, dispute resolution, & liaison with Football Queensland.

2.0 CLUB MANAGEMENT CONTACT DETAILS

Up-to-date information about the club can be accessed at our website: www.stcats.org.au

For specific queries please contact any of our Management Committee Members.

Current contact details can be found on the website <http://stcats.org.au/committee.php>

Please remember that we are always looking for new people to get involved in the running of the club. Our club is like a small business that relies on voluntary assistance to run it. We believe in spreading out the workload as much as possible. There are twenty different roles that people can play on our committee.

3.0 THE CLUB'S ATTITUDE TOWARDS WINNING

While we always encourage our teams to strive to win a game we must not place too much emphasis on the need to win. We strongly encourage all our coaches, players and parents to make football a fun and positive experience. Enjoyment of the game for all – but particularly our kids - is at the heart of St Cats values. We are committed to developing our players rather than a win-at-all costs approach. St Cats hopes to secure for all teams, as best it can, qualified and experienced team coaches who share this philosophy.

An over desire to win a game may lead to belligerent behaviour, keeping less skilled players on the bench game after game, and arguing with referees, linesmen and the officials of opposing teams. Our club considers this form of behaviour as unacceptable. Improper behaviour by referees, linesmen and officials or supporters and players of opposing teams is not an excuse for members of our club to act in a similar manner.

There will be occasions when on or off field incidents lead to anger and frustration. We should not attempt to settle issues on the day unless they can be done amicably. If the situation is warranted, incidents should be reported to the club management in writing which will be reviewed through the correct channels by the committee and QCSA.

St Cats support the Government's "Positive or its Pointless" campaign, which can be assessed at <http://www.communities.qld.gov.au/sportrec/community-programs/positive-or-its-pointless>.

4.0 REGISTRATION

Only registered players are eligible to train or participate in matches. Unregistered players are not covered by insurance. In addition, the club will incur a fine from QCSA each time an unregistered player's name appears on the match sheet.

4.1 HOW TO REGISTER

All players are to complete the online Player Registration form by selecting Register from the St Cats Web page www.stcats.org.au at any time through out the year. For existing players please use the link sent when you initially signed up or select register from the web page & select existing player.

Due to the club's growth, places will be limited, so please register as soon as possible. All positions are allocated on a first in first served basis.

Sign on days for 2016 are

- Saturday 30th January 2016 8.30am-3.00pm at Middle Park Shopping Centre
- Saturday 6th February 2016 8.30am-3.00pm at Middle Park Shopping Centre

All new players wishing to register must produce Proof of Age (eg birth certificates) at sign on.

4.2 FEES

Fees for 2016 are as follows:

AGE GROUP	COST PER PLAYER
Mini Cats	\$85 per player
Under 6 to Under 8	\$260 per player
Under 9 to Under 13	\$285 per player
Under 14 to Under 18	\$315
Senior Womens	\$315
Student	\$380
Senior Men's & Over 30's & 40's	\$390 per player

A \$20 discount applies where families have more than one player registering. A family participation deposit of \$40 per family applies to all registrations. The club relies on parents and players to assist with a myriad of jobs that occur throughout the season. Without your valuable support and help the club would not operate. The club has introduced the Parent/Player Participation Deposit as a levy to encourage parents to assist. The fee is fully refundable at the end of season after the AGM providing parents have completed the participation requirements and applied for the refund in writing or this can be rolled over to the following season. Families who are unable to provide voluntary support as detailed in your membership application form will be required to pay \$100 to release them from this requirement.

PAYMENT WILL BE REQUIRED IN FULL AT THE TIME OF REGISTRATION which means that no player will be processed until payment is received in full. Payment is available via cash, cheque, mastercard, visa card and bankcard and a \$5.00 fee will apply to all credit card transactions.

4.3 WHERE DO FEES GO?

St. Catherine's Football Club Inc. has only the one membership fee at the commencement of the season, which includes referee's fees. Committee members volunteer their time, efforts and resources to the running of the club. Membership fees are required to meet the following costs –

- Ground costs including maintenance and improvements
- Shirts & Team Strips
- Association fees
- Power for floodlights
- New equipment (including shirts, balls and nets)
- Stationery and postage costs
- Referees' fees
- Insurance
- Trophies
- Advertising
- Training of coaches and managers
- Team photographs.

5.0 REFUND POLICY

If you decide to withdraw please notify the Club as soon as possible. Refund of fees will be made on the following basis:

1. Where a resignation is received within two weeks of the club's sign-on day a refund will be available less a \$30 deduction per player to cover administration handling.
2. Where a resignation is received in the period commencing two weeks after the club's last sign-on day but prior to fixtures starting, a refund will be available less a \$50 deduction per player to cover administration handling.

Once fixtures have commenced any refund of fees is at the discretion of the St Cats Management Committee.

6.0 EQUIPMENT REQUIRED BY EACH PLAYER

Each player must be fitted out in St Cats colours in order to be eligible to play for the Club. This includes approved socks and shorts, football (soccer) boots with plastic studs, and shin-pads. Socks and shorts can be purchased from the club's merchandising officer.

The Club provides team jerseys for fixtures. Training shirts will be provided for each team by the club. These shirts are provided through team sponsors and the club encourages all players to wear these shirts to training and to & from games.

Training shirts are for the players to keep and are not required to be returned to the club at the end of the season.

Training or playing is not permitted for any player/member who is not wearing shin-pads. Insurance may be waived for any injury resulting wherein a player/member is not wearing shin-pads.

Team managers will establish a roster for parents to wash the team's jerseys after each match. Jerseys will not be allocated to players for the season and players **are not** to wear them home after the match.

Please wash jerseys together in cold water and turn inside out while drying to minimize fading.

Cleaned jerseys are to be returned to the Team Manager on the training night prior to the weekend fixture.

7.0 TEAM FORMATION

7.1 Under 6, 7 & 8

Under 6, 7 & 8 teams play in an in-house competition at our home grounds. All games are played on Saturday mornings. The draw is controlled by the QCSA fixtures officer.

Teams are formed at the Under 6, 7, and 8 based on groupings of friends and then, if necessary, through an allocation of remaining players.

7.2 Under 6 to 8 Guidelines

Playing laws for under 6 to under 8 games are modified versions of those prescribed from the full-field game by the Federation of International Football Associations (FIFA). The following guidelines are based on the Queensland Christian Soccer Association's 2015 by-laws

For under 6, 7 and 8 players, rules to apply for these matches are:-

- A. Matches for under 6, 7 and 8 players shall comprise a six-a-side with a maximum of 3 interchange Players.
- B. At any time, a team must have no more than 6 players and no fewer than 4 players on the field, one of whom must be a goalkeeper.
- C. Any number of substitutes may be used in a match provided that they are registered players with that Club. A player who has been playing earlier and been replaced is allowed to return to the field as a substitute for another player.
- D. The coach or his nominee (i.e. one person per team) may run with the players on the field to coach and direct them providing that the conduct of the match is not disturbed.
- E. The off-side rule will not be applied.
- F. There shall be no direct free kicks (a goal cannot be scored from a free kick unless another player touches it), and no penalty kicks.
- G. Kick-offs shall be taken from the spot in the middle of the centre circle. If the ball does not pass out of the circle before being kicked by another player, then the kick-off is re-taken by the same team. If the player taking the kick-off kicks the ball a second time before it is kicked by another player, then a free kick is awarded to the opposing team. Players from the opposing team must be at least 5 metres from the ball when a kick-off is being taken.
- H. If the attacking team kicks the ball out over the goal line other than between the goalposts, then a goal kick is awarded to the defending team. Goal kicks may be taken from any point on the semicircle. All players, other than the player taking the kick (and the goalkeeper if someone other than the goalkeeper is taking the kick) must be at least 5 metres from the ball when a goal kick is being taken (otherwise the kick is re-taken).
- I. At a kick out by the goalkeeper, all players from the team without the ball must retire to their own half until the ball is touched by a player from the team in possession of the ball, the ball crosses the half way line or the ball leaves the field of play. If the team without the ball infringes, the kick is to be taken again (this is a club rule).
- J. When the defending team kicks the ball out over the goal line other than between the goalposts, then a corner kick is awarded to the attacking team. Corner kicks shall be taken from the point marked on the goal line, 5 metres from the semicircle. A goal may be scored direct from a corner kick.
- K. When a free kick is being taken, all opposing players must be at least 5 metres from the ball. If a free kick is awarded to the attacking team within 5 metres of the goal area or inside the goal area, the ball is taken back to a point 5 metres from the goal area (so that defenders may stand just outside the semicircle).
- L. Only the goalkeeper is allowed in the goal area at any time, except for a defending player taking a goal kick or free kick. The player taking the kick (if not the goalkeeper) must vacate the goal area immediately after the kick is taken. If the ball is kicked from within the goal area by an attacker, the defending team is awarded a free kick from the semicircle. If the ball is kicked from within the goal area by a defender (other than the goalkeeper), the attacking team is awarded a free kick from 5 metres outside the semicircle (as in Rule J above). However, a player unavoidably running into the semicircle on follow-through shall not be penalised provided he does not kick the ball whilst in the semicircle.

- M. Normal FIFA Rules apply with regard to throw-ins and deliberate fouls.
- N. Unless otherwise stated above, the normal FIFA Rules shall apply.
- O. Field Dimensions: When using a field separate to splitting a full size field, field size is to be Min: 45x25 metres to Max: 55x35 metres.
- P. Field Markings: The field has a half way line. The centre of the field has a 5 metre diameter circle. The goal box has a 5-meter radius semicircle. Corner kicks are marked 5-metres from the goal semicircle.
- Q. Goal Dimensions under 7 and 8: Goal posts to have a 1.5-meter high post with a 3-meter opening.
- R. The duration of matches will be 15 minutes U6 and U7 and 20 minutes U8 each way with a half time break of 5 minutes.
- S. The designated home team must provide a referee for their game.

7.3 Transition from Under 8 To Under 9

The following guidelines have been prepared for players, parents and coaches to (1) inform them of the transition from Under 8 to Under 9 play within the Western Zone and (2) to inform them of the grading process for players Under 11 and above. We trust this information will help explain the sometimes hard task the Club officials have.

Specific Changes when progressing from Under 8 to Under 9 play include: ▪

- Games are played on full size fields;
 - There are 11 players on the field;
 - The teams will consist of 11 to 15 players;
 - New rules to learn such as offside, interchange rules, penalty shots, official referees, positional play, distances for kicks from goal line and more;
 - Coach is not allowed on field;
 - There is no guarantee that players will be playing with the same team members from their under 8 team.

7.4 Under 9 and Older – Grading of Competitive Players & Teams

Teams in Under 9 and above play in the QCSA competition and play 11 a side with a recommended maximum of 15 players. Players in Under 11 and above are graded together with players of similar capability. This grading process will be coordinated by the committee following sign-on & prior to the commencement of the season to allow for each team to commence its preseason training.

The club aims to enhance the philosophy of developing players to their full potential and takes pride in the fact that we provide a pathway for talented juniors to pursue further avenues at State & National levels along with the social environment for players at all levels.

Grading is a process the Club performs for players in age groups from under 11 to U17/18. Whilst the Club nominates to the QCSA the division into which each team is placed, the team divisions are ultimately set by the QCSA and the Club have no control over their final decision.

Consequently, if teams are playing in an age group that allows the Club to nominate, for instance, a Division 1 and a Division 2 team, players will be graded by the Club based on their individual merits (i.e. competence, ability and skill), and then placed into a team accordingly.

If the QCSA decides to place 2 or more St Cats teams in the same division, the Club will grade the players into teams so they are as equal as possible in an attempt to give both St Cats teams an equal chance in that competition. This will mean that players may not be able to play with the same team or players from the previous year.

“Competition is an intrinsic part of sport that involves measuring performance against an opponent, oneself, or the environment. Competition provides stimulation and challenge as well as the opportunity to further develop skills in a game situation. Properly managed, competition should be seen as a healthy and desirable part of sport.

Within Australian society, competition is closely associated with success and failure. Junior sports participants should be taught that ‘winning’ and ‘losing’ are merely results of all sporting competition. There should not be an over-emphasis on winning as this can lead to dissatisfaction with sport in general. Competition is also a test of ability and potential, with the pursuit of excellence as desirable in junior sport as in other forms of endeavour. All junior sports participants should be encouraged to achieve, do their best, and develop their full sporting potential. Challenging competition is one element of this development process.”

Australian National Junior Sport Policy

Selection Criteria

Things that the grading personnel will be looking for:

Technical Tactical

- First touch (confident on the move and away from defenders)
- Ball familiarity (comfortable in possession, can move the ball with confidence).
- Range of passes.
- Decision-making
- Game awareness

We are always looking at their technical ability as a priority. Game awareness is critical and could be included in the psychological section, but together with technical ability these are the measure of a player's current standard. Technique can be developed.

Psychological

- Attitude towards opponents, coaches and officials.
- Competitive
- Ability to cope with decisions
- Ability to cope with game situations
- Discipline & instructions

Looking for sound temperament, able to understand and apply instructions, and players who demonstrate a will to get involved under any circumstances. Attitude goes a long way and this must be assessed as a factor, as it becomes more critical as the player progresses to higher levels.

Physical

- Basic movements
- Speed Agility
- Coordination
- Change of pace

It is true speed is an important factor in modern football, but at the developmental stages we must put physical attributes into perspective and select players on their playing ability.

The Club encourages parents and players not to focus on which team a player is in but rather on the players' own development.

The Club aims to grade players as fairly as possible and request parents accept the decisions of the club Officials during this process.

The grading process will be undertaken with the help of the previous year's coaches (where possible). The Committee's decision relating to grading of players is final.

7.5 Fixtures & Training Times

Match draw for all teams & results for U9 teams and above are published on the QCSA website.

Please note the scheduling of games sometimes occurs on the first or last week of school holidays. You will be advised of the time and venue of the first match of the year once the draw has been determined by the QCSA.

Team Coaches and Managers will receive the QCSA draw as soon as it is available. The Committee may change team names after the first round of matches to correct any perceived problems with team allocation.

Training days, times & field allocations will be set with the team Coaches Coordinator and team coaches. A summary will be posted on the club website once finalised.

7.6 Borrowed Players

Borrowing of players is an option should a team find itself short of players on occasion/s – remember Seniors and Juniors can borrow under different circumstances, and important things to remember if you or your child is asked to be a borrowed player in higher teams as follows:

- In any one season a **Junior player may play no more than 4 matches** in a higher age group or higher division (ie a player can only be borrowed **4** times throughout the season **across all teams** (not just your team) and each **Senior player may play no more than 5 matches** in a higher age group or higher division. If a fifth game is played by a Junior player or sixth game played by a Senior player in any division that is not the player's own team, the player will automatically be transferred into that team for which he / she played on that 5th/ 6th occasion and that is the only team that player can play in for the rest of that season.
- Any player that is borrowed must be noted on the match card as a borrowed player and their correct age / division. If they are not and it is found during random match card checks, the player is deemed ineligible and the team will lose any points from the game in accordance with By Law 4.6.
- In Juniors, players can only be borrowed from age groups or divisions that are **lower**. E.g. An Under 10 Division 2 player can be borrowed by the Under 12 Division 1 or an Under 13 Division 2 can be borrowed by Under 13 Division 1. An Under 11 Division 1 player cannot be borrowed by Under 11 Division 2 or Under 10 Division 1. Where 2 teams are in the same division of the age group, they cannot be borrowed by the either team.
- In Seniors, players can be borrowed from higher divisions, but with restrictions and still only a maximum of 5 times per season without losing their original registered age group and team status. Borrowing players down has a few restrictions - you cannot borrow more than 3 for any one game and you can't borrow any players in the last 5 weeks of fixtures (or finals). This means the last 5 weeks of the team doing the borrowing, regardless of how many are left in the player's correct division but you can borrow from a lower division right through to the Grand Final. Like juniors, if you have 2 teams in the same division of the age group, they cannot be borrowed by the other team.

7.7 Player Interchange

All QCSA matches are played with unlimited interchange (teams from Under 9 to Over 40's can have a maximum of 4 interchange players except Over 40's who can have 5) and can make as many changes as they want during the course of a game but the interchange is only permitted at stoppages in play at the referee's discretion and the referee signals the interchange - the referee can refuse an interchange at any time [NB: The Referee must be informed of any interchange of a goalkeeper, eg if you change goalkeepers at half time make sure you inform the Referee to avoid any Yellow cards for handball when the second half commences].

For interchange to be permitted, the ball must be out of play (ie over the side lines or goal lines) and an interchange should be asked for immediately after the ball goes out of play (not after the ball has been retrieved and about to be thrown back into the field of play). Players (and everyone else) are to stay out of the Interchange Area until the interchange is ready to take place, and players and the Coach and / or Manager should remain in the Technical Area. Players leaving the field must exit the pitch quickly before the interchange player comes on the pitch. Please also note Referees will disallow interchanges if they are deemed disadvantageous to the opposition by slowing the game down with a change every minute or when the opposition team is attacking.

8.0 PLAYER PARTICIPATION

Each team has more players than are required on the field during a match. This is to cover for absence of players due to illness, injuries, holidays etc. *It is the Club's policy that no player is considered a "reserve" and all players in the team who train regularly, behave appropriately and make equal effort should have approximately equal playing time, on aggregate, throughout the season.*

Teams are always made up of individuals with varying skill levels and one of the challenges facing coaches is developing strategies to ensure that accommodate this. It is a very important role of coaches to work with less skilful players to help them improve and improve the competitiveness of their team.

Parents and players should advise their coach or manager if they are unable to attend any training session and give as much notice as possible if they are unable to attend a game.

Lots of planning is required by coaches & managers to ensure equal game time, on aggregate, throughout the season, occurs for all players. They will generally develop an interchange schedule and parents are requested to respect the time & effort the coach & manger put into running the team at training & games.

The whole team should endeavour to arrive at the match venue at 45 minutes before the scheduled kick-off time of the game. This is to allow time for pre-match instruction, warm-up exercises, filling in of match cards and possible transport problems. In wet weather, allow extra time for travelling. An incentive for players who are continually late for games is for players who arrive last are always the first reserves.

9.0 THE ROLE OF THE COACH

- To abide by the Aussie Sports Code of Behaviour and to encourage players, parents and spectators to do likewise.
- To recognise and foster player's strengths and potential and develop areas where improvement is needed and uses these skills to the best advantage of the team.
- To ensure that ALL players on the team are given equal opportunities and to encourage teamwork and friendship.
- To be mindful of the well-being and safety of the players in the team.
- To maintain good communication with the team manager, the parents of the players and members of the Club Committee;
- To ensure that at all times the team displays a level of sportsmanship that the player, team, coach, parents and club can all be proud of.
- To be responsible during the season for club equipment assigned to the team and the return of equipment at the end of the season.
- To develop players skills, knowledge of their positions and laws of the game.
- Teach the team to be capable of winning and losing graciously, to respect the jersey they are wearing and to be aware that they are representing our club both on and off the field.
- Players must show respect for the team management, fellow team members, match officials and the opposing team.
- Always offer encouragement

- Maintain close two-way communication with the team by making players aware that they should approach their coach if they have any problems.
- Place each team member in a position where they can be effective for the team. Explain to them why they are best suited to a position and build up their confidence by letting them know you rely on them in that position. Players in younger age groups should be encouraged to play in a number of positions until they find the one in which they are most comfortable.
- It is important that the coach never makes derogatory comments to his players in the event of a defeat. This will have an effect on both morale and confidence for future games. One should always try and focus on the positives from the games and refer to problem areas as opportunities for improvement. Always confirm they are a good strong team and still the team to beat.
- The coach should foster an environment that prompts individual contributions from both the players and the parents that aid in the development of the team. Suggestions should not be interpreted as interference but as constructive advice.
- All players should be given the opportunity of having equal game time
- For all ages up to seniors, there is unlimited interchange. Use this to the benefit of the team and have players on the bench for only short periods. Sitting out for a whole half is not recommended.
- Coaching for Under 9's up is allowed from the interchange area only.
- Encourage the principles of the Government's "Positive or its Pointless" campaign which is intended to make adults think about their behaviours and pressures under which the children may be subjected. Details of the principals which can be viewed at Qld Government's website. <http://www.communities.qld.gov.au/sportrec/community-programs/positive-or-its-pointless> • Teach players to take responsibility for their own equipment as well as the clubs.
- Remove all body jewellery (eg wedding rings, ear rings, studs etc). FIFA rules states that no jewellery is to be worn on the field of play (regardless whether a referee notices it one week, but not the next) – the "no jewellery" rule means exactly that, and can result in a player being sent off in breach of this rule. The only exception to this rule is medical type jewellery which the referee may ask be taped down to lessen the risk of any injury.

10.0 THE ROLE OF THE TEAM MANAGER

- To assist the Coach with the efficient functioning of the team.
- To ensure that parents and players abide by the club objectives as listed in our Mission Statement and the Aussie Sports Code of Behaviour.
- To carry out the duties of the vested official at matches or organise another responsible person to undertake the role.
- In conjunction with the coach ensure that training and matches are conducted as safely as possible.
- To communicate effectively with the coach, players, parents, club management committee, referees and linesmen and officials of opposing teams.
- To carry out necessary administration for the effective functioning of the team.
- Be aware of the information required by the QCSA in items such as the correct way of filling out match cards, what to do in wet weather etc.
- Ensure no intoxicating liquor, tobacco or drugs are consumed on or near the field of play.
- Work closely with the coach to form an effective partnership. Keep the coach informed of what is going on and consult with the coach about any significant action.
- The manager is the communication link between the players, parents and the Committee. It should not be necessary for parents to contact the Committee on routine matters that the manager should be aware of. Please do not hesitate to contact the Committee and seek guidance if any issues arise.
- Always be thinking a few weeks ahead and give players / parents plenty of notice about upcoming events and important dates.

- Distribute the club newsletters, notices etc to ALL members of the team; write each players name at the top. Club newsletters and other paperwork will be sent via email. Emailing to team members is convenient as long as they are checked and updated regularly.
- Be responsible for the team kit which includes the playing strip, match ball amongst other training equipment. The manager will organise a washing schedule of playing strips with parents.
- The manager is the link between our Club and the officials and the opposing team. How you act towards them can have a big impact in ensuring the match is run in the right spirit.
Wears the official vest, or arranges for another responsible adult to do so.
- Assists the coach if required, in managing the interchange of players during the match.

11.0 VESTED OFFICIAL

The Vested Official is the designated club representative at a match (i.e. 2 Vested Officials at the game) to manage any situations which arise.

The Vested Official shall wear the official club vest so that it is visible and easily recognisable to all people attending the match and must be at least 18 years of age. A player may also be the Vested Official if your team has no spectators over 18 years of age.

Roles and Responsibilities:

- To assist the referee in the control of the match and, in particular, to maintain appropriate standards of behaviour by the spectators of the team.
- To introduce himself / herself to the referee at least 10 minutes prior to the commencement of the game.
- To print and sign his / her name in the appropriate place on the match card.
- To be responsible for ensuring that the Match Card is provided to the visiting team at least 15 minutes prior to the scheduled kick-off time.
- To welcome visiting teams to the grounds.
- To assist with player substitutions if necessary.
- To generally represent the Club and the team in all manners.

12.0 FIELD SETUP DUTIES & WORKING BEES

As part of the player registration, all players and their families are required to assist with the rostered team duties which includes the preparation of the field for a minimum of two days per player during season. The only exception to this are the families that pay the non participation levy.

The Field Set Up Duties and Roster will be distributed at the commencement of the season by the Coaches & Managers Coordinator, and the manager of each rostered team shall liaise with each other to ensure the day's roster is complete with a mixture of senior and junior teams.

The schedule will also be posted on the clubs website. Team managers will have a list of the duties to be performed and will provide the names of the attendees to the Registrar for recording on the clubs database.

13.0 CHILD PROTECTION & PHOTOGRAPHING PLAYERS

Due to changing child safety and welfare legislations, the taking of photographs and video footage of our children requires monitoring. It is suggested that the manager of each team inform their parents of the need for this consideration and if there are parents who intend to take photographic footage during any game the team manager would communicate with the opposition team's manager, as a courtesy prior to the start of the match, to enquire if any one had objections.

We believe this is a reasonable position to initiate within our club in order to maintain balance and responsible parenting. For more information about child safety issues please visit the Queensland Governments Child Protection website www.childcomm.qld.gov.au.

14.0 DEALING WITH INJURIES

- With over 500 players competing every Saturday it is an inescapable fact that some serious injuries will occur over the season, which require urgent medical attention. Such attention may be obtained by taking the player to a local doctor's surgery or a hospital by car. For more serious injuries an ambulance should be called.
- Before the season commences parents and senior players as part of their registration acknowledge that they fully understand the benefits they are eligible to receive under the insurance policy provided for players, managers and coaches.
At the beginning of the season parents should be advised that they need to have a contingency plan for what action to take should a serious injury occur. The local ambulance station has advised us to make players and parents aware of the advantage of going to a private hospital to enable a doctor to see the injured person almost immediately. In the public system, a person may have to wait for three or four hours to be seen, depending on how urgent their case is compared with others they are dealing with at the time.
- All parents and players should be aware however that if they seek assistance at a private hospital they would incur out of pocket expenses even if they were covered by both private health insurance and the sport insurance policy. One source of out of pocket costs the sport insurance company will not pay for is any amount of the Medicare "gap". Some expenses incurred in a private hospital are covered partially by Medicare. Payment of the "gap" from Medicare related expenses incurred in a private hospital could lead to significant costs.
- The insurance company that provides our sports policy advises that individuals may arrange for a higher level of cover should they prefer this but such higher cover cannot be arranged to cover the gap.

14.1 How to make an insurance claim

- Parents & Players should read the instructions provided by the insurance company on how to make a claim. A copy of the claim form can be obtained from the QCSA website or club secretary.
- The form must be completed and returned to the insurance company within 30 days of the date of injury. It is not necessary to wait for all medical accounts.
- The form must be sent via the club secretary or treasurer who must confirm that the injury was sustained during a specified game or training session. In order for the secretary or treasurer to certify this, it is necessary for the manager to add a notation and signature to the form to verify this information. There is no provision on the form to do this but it should be added to an appropriate margin.

15.0 WET WEATHER

Check the QCSA website for any fields cancelled because of wet weather – in the event of adverse weather conditions, go and check the ground first then contact the Club Secretary or Registrar, as they are the only authorised persons who can report the matter to the QCSA Fixture Officer for guidance.

A decision to cancel play on a particular field must be made by 6.30am on the morning of play (or 3pm for Friday evening matches). You will need to check the QCSA website and advise your team members if the game has been cancelled. **If you do not hear that play has been abandoned you should go to the field [NB: QCSA may also direct the game to be played at an alternative field]**. Any decision to cancel play after 6.30am is up to the referee of the match prior to the appointed time of the commencement of play.

Managers of Under 6, 7 and 8 teams may call off their game by mutual agreement between managers as most games will either be against another St Catherine's team or other local clubs. Managers are given a list of all phone numbers of managers in their age group.

16.0 MATCH DURATIONS

Following is an extract from the Bylaws for game duration, ball sizes & location of corner kicks.

AGE GROUP	MATCH	EXTRA	HALF-TIME	BALL SIZE	CORNERS
Premier League	45 + 45	15 + 15	10 mins	5	Corner Flag
Senior Men	45 + 45	15 + 15	10 mins	5	Corner Flag
>30's Men	45 + 45	15 + 15	10 mins	5	Corner Flag
>40's Men	45 + 45	10 + 10	10 mins	5	Corner Flag
Senior Women	45 + 45	10 + 10	10 mins	5	Corner Flag
>30's Women	30 + 30	10 + 10	10 mins	5	Corner Flag
Junior Colts	40 + 40	10 + 10	10 mins	5	Corner Flag
Junior Women	35 + 35	10 + 10	10 mins	5	Corner Flag
Under 15	35 + 35	10 + 10	10 mins	5	Corner Flag
Under 14	30 + 30	10 + 10	10 mins	5	Corner Flag
Junior Girls	30 + 30	10 + 10	10 mins	4	Corner Flag
Under 13	30 + 30	10 + 10	10 mins	4	Corner Flag

AGE GROUP	MATCH	EXTRA	HALF-TIME	BALL SIZE	CORNERS
Under 12	25 + 25	10 + 10	5 mins	4	Corner Flag
Under 11	25 + 25	10 + 10	5 mins	4	5 yards out from Penalty Corner Spot
Under 10	20 + 20	5 + 5	5 mins	4	
Under 9	20 + 20	5 + 5	5 mins	4	
Under 8	20 + 20	5 + 5	5 mins	3	
Under 7	15 + 15	5 + 5	5 mins	3	
Under 6	15 + 15	5 + 5	5 mins	3	

17.0 FINALS, AND OTHER FINALS COMPETITIONS

Every Senior age group (U9s to >O40s) has a finals competition whereby the top 4 teams from each division play off in the Championship Competition in accordance with QCSA By-Laws 11.1 to 11.3 inclusive.

In addition, those teams in the U9 and U10 age groups who do not make the top 4 in their divisions are invited to join the Pennant Race for their respective age groups.

Please contact the Club Committee if you have any queries about the structure of the finals competitions, or refer to the QCSA web site for full details.

18.0 DISCIPLINE & BEHAVIOUR POLICY

All Players & parents are reminded of the Christian values and ethics of fair competition and abide by the QCSA constitution and associated rules and by-laws (available from the QCSA web site). QCSA By-Laws 24 and 27 set out the QCSA appeals process and QCSA Disciplinary Committee powers.

The Club asks coaches, managers and parents to expect from all participants, a high standard of behaviour during both training sessions and matches. Any form of physical abuse or swearing, teasing, name-calling and other forms of harassment are considered inappropriate.

We ask all parents to play an active role in this respect and at match games encourage players to play fairly and with good sportsmanship.

Any complaints regarding the conduct of coaches, other officials, or parents during games should at first instance be directed to either the Club Secretary, Registrar or Chair.

Referees are not to be subjected to abuse of any kind and should not be approached by parents during or after a match. Any queries about a referee should be directed to the vested official who may address any concerns with the Referee after the game.

18.1 Intent of the Policy:

To help ensure that the enjoyment of football by our members (both parents and children) is not marred by inappropriate behaviour by fellow members (parents and children).

In addition, the policy seeks to support our coaches and referees who should not have to deal with inappropriate behaviour from the players in their team or their parents.

This policy applies to members both while at the Peter Lightfoot Oval games or while attending other clubs for away games.

18.2 QCSA and Club Suspensions

All players (particularly those in U15s and above) should be made aware of the QCSA Automatic Penalties for offences committed. Further, in an effort to increase awareness of fair play but having regard to unfortunate game situations which sometimes occur, in certain circumstances the Club will not always impose a mandatory one (1) week suspension on top of any QCSA suspension. However the following penalties will be imposed upon the player over and above the relevant QCSA Automatic Penalty (either uncontested, or upheld on any unsuccessful appeal by the player to the QCSA), as follows:

Yellow Card Offences

Any player who receives **3** Yellow Cards in any one season will serve the penalty imposed by the QCSA **will not** incur an additional one week's penalty from the Club.

Any player who receives **5** Yellow Cards in any one season will serve the penalty imposed by the QCSA **and will also** incur an additional one week's penalty from the Club.

Any player who receives **7** Yellow Cards in any one season will (i) be suspended by the QCSA for three (3) weeks; (ii) **will also** incur an additional one week's penalty from the Club and (iii) the QCSA Disciplinary Committee will review the disciplinary record of the player and MAY call the player in to show cause why the player should be allowed to continue to be registered in the QCSA.

Red Card Offences

A player sent from the field of play will automatically be suspended by the QCSA for one (1) game and that suspension shall apply to the player's next scheduled fixture round. The Club **will not** impose a further one week's ban for the first red card offence for which only a one (1) game suspension is imposed by the QCSA. Having served the one (1) game suspension imposed by the QCSA, the player will then be able to resume playing unless the QCSA notify that further disciplinary action is being applied.

However:

- If a player has received more than one (1) red card during the season, the Club WILL impose an additional one (1) week suspension over and above that issued by the QCSA for each red card received.

- For a red card offence that receives more than a one (1) week ban imposed by the QCSA (hence being considered by the QCSA as a serious offence) the offending player WILL ALSO receive an additional one (1) week suspension from the Club.

All players, Coaches and Managers should remind themselves that the Club Committee does not, and has no intention of, sitting as a disciplinary committee – all disciplinary matters, decisions, hearings and appeals are dealt with by the QCSA governing body pursuant to By-Laws 24 and 27 and the Club imposes an additional one week's suspension (where applicable) as detailed above in addition to the QCSA suspension given as a deterrent and pro-active measure to improve player behaviour in the future. The Club does however have representatives who are on occasions available and / or required to attend QCSA disciplinary hearings with the offending player depending on the severity of the offence – any requests for representation and / or any appeal being lodged to the QCSA should be made in writing via the Club Secretary for consideration by the Committee.

18.3 Authority of Coaches, Managers & Vested Officials:

Coaches have the authority to exclude players from training activities in response to inappropriate behaviour. Coaches may remove players from the field of play during games in response to inappropriate behaviour from the player or the player's parent.

In addition, coaches may 'bench' players when they consistently:

- show up late or miss training;
- or show up late for matches.

18.4 Formal Reporting Process and Consequences:

Significant or continuous instances of inappropriate behaviour should be reported to the Club Chair/Secretary in writing giving a full description of the incident/behaviour, which will be considered by the Club's Executive Committee.

A member of the Executive Committee may make inquiries of the persons involved.

The Executive Committee may, if the complaint is proven, take disciplinary action including:

- in the case of a first offence the Executive Committee may issue a formal warning to the person/s concerned;
- in the case of a second offence the Executive Committee may suspend the person/s involved from participating in football for up to two weeks;
- in the case of a third offence the Executive Committee may withdraw membership from the person/s concerned; or
- in the case of an incident involving physical abuse the Executive Committee may, on a first report, take any of the actions above including a 2-week suspension or withdrawal of membership.

Reports can be made by coaches, managers or parents but they must be in writing and should be signed by at least two parents from different families.

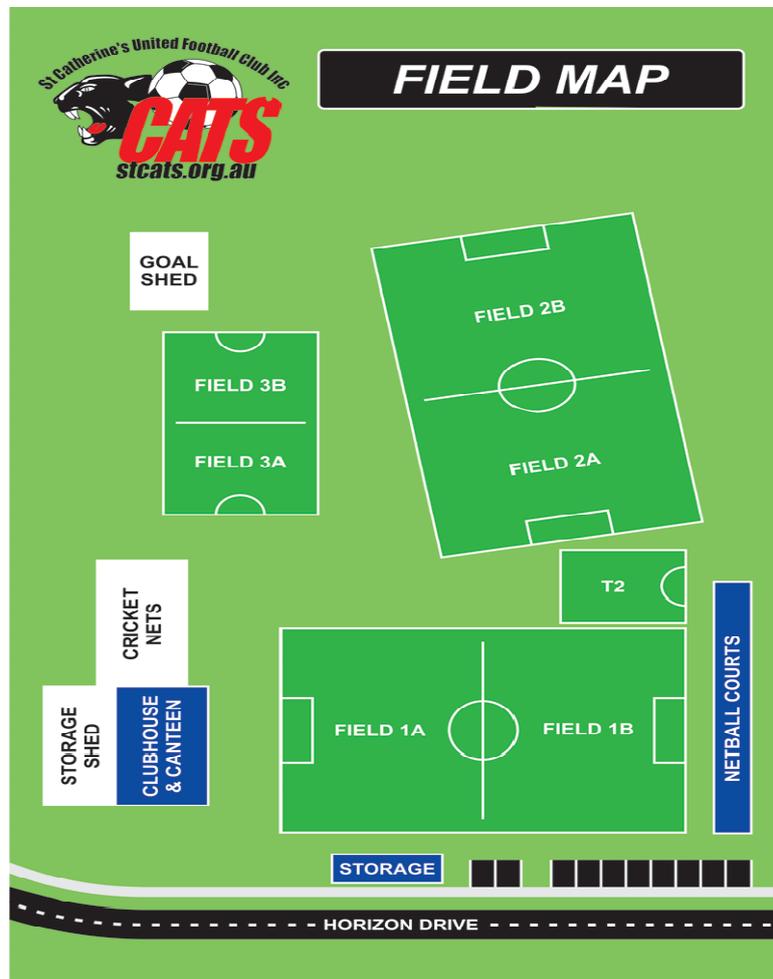
19.0 AT THE END OF SEASON

The Club conducts 2 presentations at the end of the season for the junior & senior teams. Player participation trophies / medallions and team photograph are provided to all players in every team and two awards per team for Under 9 and up at the presentation day. The awards are usually for the most improved and most consistent and players' player (or something similar). In conjunction with the coach determine who will receive these awards and advise the appropriate club officer when required.

A number of perpetual trophies are also awarded to senior teams for as decided by the Committee and based on final league performances (ie excluding finals) are:

- President's Cup (awarded to the team deemed most successful);
- Team Spirit Award (awarded to team that has displayed exemplary team spirit); and
- Gomersall Cup (awarded to a non-committee member for outstanding club contribution during the season).

20.0 PETER LIGHTFOOT OVAL FIELD NUMBERS



21.0 REFERENCE WEB SITES

St Catherine's United Football Club: www.stcats.org.au
 Queensland Christian Soccer Association: www.qcsa.org.au
 Queensland Football (State FFA): www.footballqueensland.com.au
 Football Federation of Australia: www.footballaustralia.com.au
 FIFA: www.fifa.com