

## Manager's & Coaches Guidelines 2018

[www.nswsf.com.au](http://www.nswsf.com.au)

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### 1. Early or late games-ground set-up.

If you are the first game of the day, it is the responsibility of **BOTH** teams to dress 1 half of the field, this means nets have to be put up, and corner flags put in. If you are the last game (and this is not always the 3pm game-check the draw please) each team must bring in the gear from 1 half of the field. If you are playing away from Morrison Bay or Meadowbank, the HOME team (that is the team first on the draw) is responsible for picking up the gear from Morrison Bay or Meadowbank. This means the nets and 4 corner posts. If you are the last game, it is again the responsibility of the HOME team to bring the gear back to Morrison Bay or Meadowbank. Please get the gear back ASAP, as it all has to be checked. If not returned before 5pm, you will be fined.

For games at Bremner Park, nets/posts are to be collected and returned to Morrison Bay canteen area.

For games at LH Waud, nets/posts are to be collected and returned to Meadowbank Park canteen area.

For games at Harold West, Thornleigh Oval, Pennant Hills 3, Cheltenham, ELS Hall, West Epping and Pidding Park, the home team will be responsible for nets/posts to be set up and pulled down, but if you are there, please always offer to assist.

Especially at Pennant Hills 3 where the home team is not always present.

### 2. Team Sheets

The HOME team is responsible for team sheets. The sheets can be pre printed from your web page access. The home team prints the team sheet for both teams, so both teams will appear on the team sheet. The away team must enter the players playing on the Sunday on the Thursday prior. Do not wait till the day of your game to print the team sheet, make sure you do so in advance, so if any problems you can fix before game day. Also if you are "borrowing" a player from another team, that must be annotated on the team sheet. You cannot borrow more than 4 players from another team for a game. All borrowed/upgraded players must be hand written onto the team sheet. **Do not move them into your team on Sporting Pulse, this is against our rules and you will be fined.**

**Remember, a maximum of 18 players only on a team sheet, more than this will result in a forfeit.**

If a player in the team is not playing a particular game, then please cross her name off the team sheet.

Make sure you give the team sheet to the opposition manager in time for them to make any changes before the game is due to start. Be aware of the Regulations to assist you.

Once it has been filled in, give it the referee with a referees envelope. Referee envelopes are available from the club delegate.

At the end of the game, check the scores are correct, and sign the Team sheet.

Referees are to post in the team sheet or hand it in at the canteen, it is NOT your responsibility, where there is no referee, take the team sheet to the canteen if you are at Morrison or Meadowbank, if not at these grounds then mail team sheet to NWSWF, PO BOX 422, Cherrybrook NSW 2126.

### 3. ID team sheets /cards

All teams will be issued with an ID sheet in 2018.

If a team has no ID sheet, the team will sign on, the game will be played "under protest", the Competition Committee will then decide the games' outcome.

This procedure will be valid for the whole of 2018.

If you lose an ID sheet, there will be a charge for a replacement.

**Managers are to check the opposition ID sheet prior to the start of the game.** They are also allowed to check at ½ time. An official of the Association can check them at any time.

Coaches and managers will be issued with ID cards and these are to be visible at all games.

### 4. Sideline Behaviour

All teams must have 1 sideline official who is responsible for the team & spectator behaviour.

Coaches and managers must stand in the technical area, which is approximately 4 metres either side of the half way line.

**Coaches and managers do not walk up and down the sideline.**

Zero tolerance for coach/manager/spectators displaying poor behaviour, please ensure everyone involved with your team practice good sideline behaviour as the penalties will be harsh.

### 5. Referees

Occasionally referees do not turn up. If there is no referee 5 minutes before your game starts, you must arrange someone to referee ½ of the game. The other team is to provide a referee for the other ½. It is recommended that you carry a whistle for these occasions.

In this case the team sheets are to be returned either to Morrison Bay, Meadowbank, or be posted to PO BOX 422, Cherrybrook 2126. Please note that no referee attended on back of sheet.

On the Association website, in the "Library" there is a link to the Rules of the Game.

Referee assistants, side line help. The referee has total control of the game. Unless an assistant is appointed, teams are to supply an assistant to adjudicate on the ball being in or out of play only. They do not call **off sides** or advise the referee.

#### **5. Wet Weather.**

Council controls the ground closures. Occasionally if the weather is very wet on the Sunday, the Association may call off the games, you will be notified. Just because it is raining does not mean the games are off. Even if GHFA calls off their games, our games may still go ahead, if the grounds are open, we will advise club delegates and the web page will be updated with latest status. A final decision on grounds will be made by 4pm on the Saturday.

#### **6. Coaches & Managers Handbook**

On the Association website, in the "Library" there is a handbook, with more information, codes of conduct, forms you may need, contact lists. Play by the rules is a fantastic resource for coaches and managers. Please download this information and keep a copy handy to have with you at the games. Coaches – make sure you are well aware of play by the rules.

#### **7. Strip**

The AWAY side (2<sup>nd</sup> team on the draw) changes their strip if there is a clash. In the library under handbook, there is a list of strip clashes, please ensure you are aware when your team has a clash.

#### **8. Regulations, Constitution and P&D.**

Our regulations, constitution and a folder containing all information regarding Protests and Disputes is available on our website under the library. Please make yourself aware of all three areas.

#### **9. Venues**

A full list of our venues/grounds is available on the website.

#### **10. Incidents/Accidents**

If there is an incident or an accident at your game that you need to report to the association, please fill in an incident report. Found in the Handbook section on our website under forms. All accident insurance forms are also on the website under Handbook, then Insurance. All accident claims, must include an incident report. These are to be emailed to [nswwf@bigpond.com](mailto:nswwf@bigpond.com)

#### **11. Fines**

Please check the regulations for the list of fines applicable to teams/clubs.

#### **12. MiniRoos Games**

A team sheet is still required each week and must contain the Player FFA# and Player name. There are no Photo ID team sheets for MiniRoos Teams. Team leaders or managers should sign the team sheet at the end of each game and ensure the score is recorded. Team leaders or managers should then hand the team sheet in at the canteen at Morrison Bay or Meadowbank. If at other grounds, team sheet is to be posted in or handed in next time game is at Morrison Bay or Meadowbank. For U11 games, an envelope should be given to the referee at the start of the game and the referee will hand in the sheet at a canteen or post it in.

Official referees will usually be appointed for U11 MiniRoos Games. For MiniRoos games U5's to U10's (or where no referee is present for U11's) Clubs are required to share the role of "Game Leader".

**Finally, play fair, respect others and enjoy the season.**