



Welcome to Richmond ExSSC 2015



This is our handbook for all coach and managers, please use this to your advantage and take it with you to **ALL** games. As much information as possible has been included for your benefit. If you need any further assistance with anything please don't hesitate to ask a committee member or contact Tracey.

secretary@richmondsoccer.com.au

2015 Committee -

Paul Boyd - President/MPIO/Public Officer/Canteen Manager

Ben Gabriel - Vice President

Jo Boyd - Treasurer

Cameron McKenzie - Equipment Officer

Leigh Wilson - Groundsman

Rebecca Wilson - Publicity Officer

Deanne Gambrell - Fundraiser/Mini Roos co-ordinator

Jayne Pembroke - Womens Co-ordinator / First Aid Officer/Acting secretary

Tracey Boyd - Administrator (Secretary/Registrar/ Comp Secretary) **0400024316**

Cyril Wood - Website Editor email cert1@exemail.com.au



*MINI ROOS 2015(small sided football)

Small sided football is now officially called AIA Vitality Mini Roos. For those teams from Under 6 to Under 11 there will be a full version of Mini Roos regulations contained in your booklets. Heaps of helpful information can also be found at the Mini Roos website www.miniroos.com.au

***NB: Under 11** teams will contain Mini Roos regulations and Team Sheet information as even though they are classified as Mini Roos, they are being introduced to the world of Team Sheets, preparing them for the future of Competitive Football.

Under 11's **will** submit scores, however won't have tables generated for them. They will also be reviewed after 4 weeks, changes may be made, but there will be no need for catch up games.

* COMPETITION TEAMS 2015

Competition teams range from Under 12 to All Age.

You will find information in this booklet in regards to running Competition Teams, we have included a new 2015 NFA Player Identification and Team Sheet Regulations - so that you have access to the rules and regulations first hand.

You will also find a copy in the canteen, and on our website and Nepean's website, so ignorance of these rules is not an excuse.

WEBSITES YOU WILL NEED:

www.richmondsoccer.com - for general club info and links



www.nepeanfootball.com.au - for looking up the

draw/tables/scores/rules/regulations/links

www.miniroos.com.au - for useful hints and tips on mini roos

www.footballnsw.com.au - assorted info, coaching resources, rules



GENERAL INFORMATION FOR ALL TEAMS



Duration of Matches

Competition teams

U18 & All Age - 90 mins

U17 - 80 mins

U15 & U16 - 70 mins

U13 & U14 - 60 mins

U12 - 50 mins

* half time break will be 5 mins

* If the match official shortens any game, both halves of the game must be the same length of time, not including time added on for injuries

* The referee shall be the sole judge of time for all games.

Non Competition Teams

U10 & U11 - 50 mins

U8 & U9 - 40 mins

U6 & U7 - 30 mins

* for above please refer to Mini Roos guidelines at back of the book

Ball Sizes

UNDER 6 to 9 size 3

UNDER 10 to 14 size 4

UNDER 15 to All Age size 5



Players Equipment

*Players in all matches shall be in proper club uniform, comprising shirts, with sleeves, boots, socks and shorts, in the club's colours as registered at the time of affiliation. A fine may be imposed for non-compliance with this rule

*. All players in competitive age groups shall have a number on the back of their shirt. In line with FIFA regulations, shirts may be numbered according to squad numbers consisting of a maximum two digits.

* All players are required to wear regulation **shin-pads** at all times during the game. Shin-pads must cover the majority of the leg between ankle and knee and a sock must cover the shin-pad.

*SHIN PADS MUST BE WORN AT EVERY TRAINING SESSION-

- this is an insurance requirement, players not wearing shin pads will make their insurance invalid.



TEAM KITS

Every team is issued with a full kit which comprises of the following items -

- 1.A full set of playing jerseys - applicable to age and team requirements
- 2.A set of ID vests - Coach - fluoro Yellow, Manager - Blue, Marshall - fluoro orange - (U11's upward)
- 3.A set of training balls and 1 match ball
4. 1 set of Goalkeepers gloves
5. A player of the match trophy (jnr teams)

6. A set of team ID cards on a lanyard for Mini Roos and in a Brag Book containing ID cards from U10's upward
7. 2 coach/manager ID cards in a plastic holders, each attached to club lanyards TO BE WORN AT ALL GAMES
8. This coach /manager booklet
9. Games Fees envelopes specially bar - coded for each team
10. Player of the Match Merit Awards, 3 slushy vouchers (Jnr teams)
11. Clip boards for all Competition team from U11's upwards (kept in pigeon holes)



If you are missing any of these items please bring it to the attention of a committee member, who will either help you or point you in the direction of someone who can.

Our Equipment Officer for 2015 is Cameron McKenzie, he will be able to arrange any items or replacements your teams require.

*NB all of the above also remains the **property of the Richmond ExSSC**, so please try your best to look after this equipment and most importantly **RETURN** it.

Equipment returns will be organised at the end of the season.

IMPORTANT INFORMATION ON LOOKING AFTER YOUR KITS:

Team Jerseys are the responsibility of the team coach/manager and must be issued prior to each match and collected **AFTER** the completion of each match.

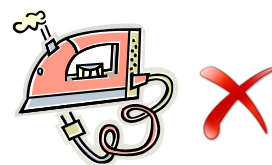
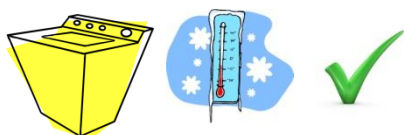
PLAYING SHIRTS MUST NOT BE WORN IN GENERAL PUBLIC AWAY FROM THE PLAYING FIELDS.

The manager/coach is responsible for the organisation of the laundering of the kit each week.

Different options are - the manager does this all year round ??

A team member in numbered order takes the shirts each week and delivers them back at either training or before the games.

COLD WATER WASH ONLY - DO NOT PUT IN CLOTHES DRYER - DO NOT ATTEMPT TO IRON



PIGEON HOLES - ALL teams have pigeon holes located in the canteen. Your pigeon hole is the one above your name. Important Info will be put in there, changes to the draw/new draws/newsletters/game fees receipts/players rego receipts/slushy vouchers/Club events.

Please check your pigeon holes **EVERY** week, your team members and parents get upset when information is late or non-existent.



MERIT CARDS & PLAYER OF THE MATCH TROPHY

These awards are provided for issue on a weekly basis WIN, LOOSE or DRAW. Merit Cards can be given with the trophy or separately. The decision is ultimately the responsibility of each team coach/manager, and may be awarded for things like good sportsmanship, great team play, behaviour at training. Please make sure parents are aware of what the award was given for, if it is not player of the match, let them know.



2015 will see us continue with our slushy program. Junior teams will receive 3 slushy vouchers (for easy rotation), to be used at Richmond ExSSC Canteen (ONLY), these can also be given separately or in conjunction with the POM trophy or Certificate. Please make sure all players receive different awards throughout the year. It is a good idea for team Managers to keep track of these awards so no one misses out. Richmond ExSSC's outlook is to be encouraging players and re-enforcing of positive behaviours in ALL



our members. We expect the encouragement good sportsmanship at all times, by players, coaches, managers, family and friends. Codes of Conduct can be found at the end of this booklet, please remember that you have agreed to these codes when you registered on My Football Club.

GAMES FEES

Games Fees are fees charged by the club at a rate determined by the committee and reviewed before the beginning of each season, they include a **proportion only** of referees fees. Age group prices are set accordingly with referee usage and time on the park in mind. All teams from Under 6 to All Age are required to pay games fees for the internal running of the club. At Richmond in the junior teams our rules are **NO PLAY NO PAY** - that is to say if a JUNIOR hasn't turned up to the game that day for any particular reason, he/she does not pay for that game.

The seniors are a different matter, as over the years we have found that paying Games Fees up front BEFORE the season has begun, is a better method. Refunds will be approved for certain long term injuries ONLY - this does not include 1 to 2 weeks, and certain work commitments, eg: Army/RAAF call ups.

Games Fees shall be collected each week during the regular season and semi final's games.

Games Fees are not payable in the following circumstances: pre and mid season friendlies organised by the club, Competition teams taking part in what is deemed to be a grand Final.

Referee fees may be payable for pre-season friendlies depending on the attendance of a referee, this is separate to all other circumstance, please check with Committee in regards to this

What Games Fees pay for - park improvements, admin fees, affiliation fees, canteen girls, Dept.Fair Trade fee, stationary costs, internet connections, MYOB subscription, bank fees, Soccer nets and goals, cones, vests - training, coach, manager, officials, Soccer Balls, whistles, post office box hire, line marking paint, Team sheet fines, printing, brag books for ID cards, lanyards, ID card covers, clip boards, ball bags, jersey bags, trophies, presentation costs, subsidising year books, maintenance of appliances, tables, garbage bins, notice boards, website hosting, replacements of unreturned items named above. This is just to name a few, I hope this gives an insight to the running costs of a modern soccer club.



In 2015 we have moved a few age groups around, see below:

Under 6 and 7	\$4.00
Under 8/9/10/11	\$5.00
Under 12/13/14	\$6.00
Under 15/16/17	\$7.00
Under 18	\$124 (bulk payment)
All Age F/T Student (20hrs+ pw)	\$126 (bulk payment)
All Age Non- Student	\$136 (bulk payment)



Some Game Fee Rules:

- *Managers/coaches, please don't pay for players who haven't paid on the day (note it on fees envelope)
- *Return your home game fees on the day, if away, either at training to Paul Boyd(most afternoons) or Jo Boyd (Thursdays only) or at the next home game - receipts will be put in pigeon holes.
- *Don't hold on to games fees envelopes for more than 2 weeks
- *Don't charge an upgraded player games fees, they will have already paid in their teams fees.





*Any long term financial difficulties, please bring it to the attention of Paul Boyd, so we can sort any problems out ASAP.

*If you run out of envelopes, let us know, more will be available from the canteen. Remember your envelopes have been coded for each individual team, for receipting, making it easier to keep track of.

*If collecting for an end of year BBQ/ outing please do not add this to your games fees envelopes, also please keep a weekly track of who does and doesn't pay, so there are no problems at the end of season with any discrepancies. Please keep this fee reasonable.

* Do not leave money envelopes wedged in the canteen door or roller door.

* Never hand cash to any referees or opposition clubs for NFA competition organised matches. Richmond ExSSC are invoiced weekly.

* NB Exceptions will be pre-season and friendly matches only, where Tracey will have previously instructed the manager.



Most of the draw is available usually at least a week previous to the Competition start, it can be found on the Nepean website www.nepeanfootball.com.au and there is also a link from the Richmond ExSSC website to take you straight there www.richmondsoccer.com.au

When you bring up the NFA homepage, click on the "competitions" button, a drop down box will then reveal "fixtures and results", click on the appropriate filters for you, and click refresh. The info you are looking for should appear. HINT - always check the dates you have applied for are correct.

A hard copy of the draw will be posted each week on the notice board at the park, with a printing date on it. Please take note of this printing date, as this will show how old the draw is, and may explain any discrepancies that occur. Updates and changes will be made as soon as possible.



*NB the procedure for changes will come via a FAN and generally Wednesday afternoon and can come as late as Friday, so please be aware.

A hard copy of the full draw will also be put in pigeon holes, but please remember it is ALWAYS subject to change.

If any discrepancies occur between what has been posted at the park and what is on the website, please contact the comp -sec asap so we can clear up and confirm correct times and venues.

Immediate changes will be notified via phone/text. Non- immediate changes will be added to pigeon holes and confirmed via the comp-sec.

WET WEATHER PROCEDURES



* **Richmond ExSSC WET WEATHER POLICY:** you are to assume the games are still on until you hear specifically from the comp-sec, via phone call or text, and will be confirmed asap on our Face book page.

* **Just because some grounds are closed it DOES NOT mean your game has been cancelled.** NFA will endeavour to move games up until Friday afternoon. Games can be transferred to Neutral Fields(NFLD)

* **Wet weather ground closures are posted on the NFA website as soon as information becomes available from clubs, however still wait for an official cancellation from the Richmond ExSSC Comp-sec.**

* **Once you have been contacted re: wet weather cancellations, or game transfers please txt back with an acknowledgement - so we know you have received the information.**

* **Mini Roos may not be necessarily re-scheduled.**

* **Richmond ExSSC wet weather protocols - teams playing the longest distance away at the earliest times will be contacted first, then those closer to home will be next and so on.....**



* Some ground inspections do not take place until 7:30am, so ringing previous to this time on a Saturday morning may prove fruitless.

*Several different entities can cause a ground to closed, long term inclement weather, local councils, sporting councils,(by which Icely Pk is under), NFA, Club committees & Referees can abandon matches due to an unsafe surface, esp. if bad weather continues through the day.

* Bear in mind on the odd occasion, teams may have set off for games before we have been alerted that the grounds have been officially closed.

*If you are unsure of games cancellations, please call, Tracey Boyd 0400024316 as she is the 2015 wet weather contact, also make sure these calls are made via Coach/manager ONLY, having many parents all trying to ring or text obviously ties up the phone lines, which means valuable info will be delayed.

* It is a good idea to have a wet weather protocol for your team, either a chain call, or group txt, or something in place to send out info to your team members.

CONSEQUENCES TO WASHOUTS: PLEASE INFORM YOUR TEAM MEMBERS

In 2015, NFA have the following dates as spares for washouts - MONDAY 8th June(long weekend) Weekend of 4/5th July (middle school holidays), Sunday 26th July, 22/23rd spare for SEMI's.

NB 10 team comps differ - 1/2nd August spare.

This means if a weekend is only partially washed out, comp games will be rescheduled as either double headers or midweek night games where possible.

If a "full washout" is declared and No games go ahead the entire weekend will be rescheduled to the next available wet weather weekend. Once there are no longer any options left, a nil all draw (0-0) will be declared and the game will not be rescheduled.

REFEREES

COMPETITION TEAMS:

2015 will see NRG referees being used for NFA competition games once again. We have been advised that we will all receive more coverage this year. 2014 saw the birth of the NRG group, with a lot of new referees starting out, this year they should have a years experience under their belt and be able to officiate with more confidence. It is in the best interest of all to be tolerant of the role of referees, after all, No referee means No games.

We will be able to let our teams know in advance of referee coverage, and the procedure when no NRG referee is appointed or has not shown up is as follows:

*In the event of an official referee not attending a match, the team managers, or captains, of both teams shall agree to appoint a referee to control the game.

*The first preference shall be given to any accredited referee who is available and willing to officiate. The accredited referee may have (and should declare) an affiliation with one of the two clubs involved in the fixture, if an affiliation exists.

*Unofficial referees, if appointed to a match, must be suitably attired, carry a whistle, a time keeping device and a set of cards for use in the match. (see host club)

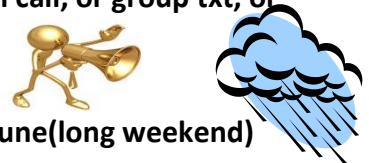
*No person that is currently under suspension from any football organisation, may referee a competition match as an official or unofficial referee.

*The referee shall print their name on the team sheet and indicate whether they are official referee or an unofficial referee. Official referees are to write their FFA registration number in the space provided.

*NB If an agreement between the two teams is still not reached after applying the above appointment hierarchy rules, the game will be dealt with in the same manner as an abandoned game.

The home team is responsible for reporting the unplayed game.(Notify Tracey Boyd Immediately) Both clubs and team officials shall submit written reports to the association within 48 hours of the scheduled match time explaining their actions or the circumstances that lead to no agreement being reached

Mini Roos: 2015 will see our first game leaders volunteer from our teenage ranks.



We have 4 teens who have volunteered to become game leaders for the U6 and U7 teams that play at Icely Pk. This is a new initiative that has emerged, so please give these boys and girls encouragement. We also have an ex-player that has agreed to referee our under 8 & 9's games at Icely Pk, and we are endeavouring to find another to cover our U10/11's - if anyone is interested please see Paul Boyd.

Richmond ExSSC expect that these referee's all be treated with respect, they may not get every call correct and they are all learning, but at least they have put their hand up to help and give back to the club and their sport, which we greatly admire.

TEAM SHEETS



INFO FOR U11 to ALL AGE COMPETITION TEAMS

In 2015 Team sheets are generated by icompman and printed out by the clubs Comp Sec (Tracey Boyd). As per NFA guidelines, these are usually printed out on a Friday night and delivered to your pigeon holes on Friday Night or Saturday morning before matches. Only neutral field matches will differ (see below NFLD).

They are to be filled in by both teams, handed to the referee, completed and signed after the game and put into the clear plastic box on the desk in the canteen. Please DO NOT put them back into pigeon holes.

TEAM SHEETS ARE LEGAL DOCUMENTS and carry many fines for not following the correct procedures for filling them in. There is a complete NFA PLAYER IDENTITY & TEAM SHEET REGULATION document found at the back of this booklet for ALL COMP teams. READ THIS DOCUMENT CAREFULLY.

PLEASE ask a committee member if in doubt with any instructions for filling in team sheets.

**** NFLD matches** - arrangements will be made between the team manager and Club Comp sec-(Tracey Boyd 2015) for pick up and return of Team Sheets.

Team Sheets must be looked after, and are required to be delivered by the Comp Sec to NFA offices by Tuesdays otherwise big fines including Loss Of Points will occur.

INCORRECT SCORES

If any incorrect scores are detected on the NFA website, please contact the club Comp Sec (Tracey Boyd 2015) ASAP. We have only 48 hours in which to lodge a dispute to rectify the score entries. Once submitted it may take a couple of weeks until, the appropriate investigations have taken place, until the scores will re-posted.

BRAG BOOKS **NO**  **NO** 

Probably your most important piece of equipment your team has!! As **NO CARD NO PLAY !**

Please look after them, check they are with you before you get to the game, not once you are there !

If your opposition team does not have their ID cards available and present for checking, our Regulations provide the following outcomes:

1. If a team fails to produce their ID cards prior to the match:
 - a. The offending team shall be deemed to have forfeited the match; and
 - b. The opposing team shall be credited a Win on forfeit (result shall be recorded as a 3-0 win).
2. When ID cards are not available prior to the match, teams are not permitted to play a game, either as a competition game or friendly. A fine may be imposed for non-compliance with this rule. Teams wishing to play a friendly fixture should ask their club official to contact the Operations Manager to obtain permission prior to commencing any fixture.
3. Failure by the opposition to provide the ID card and identify the player must be notified to the Operations Manager within 48 hours of the completion of the match and may be subject to disciplinary action. **(Notify Club Comp sec 2015 -Tracey Boyd ASAP)**
4. There are no longer exemptions under extenuating circumstances for teams who do not have their ID cards present.

5. No ID, No Play. The rules are quite simple and the avoidance of Loss of Points and financial penalties can be avoided by the observation of this rule.

A Player ID and Team Sheet regulations booklet is contained at the end of this booklet.

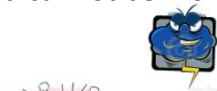
ABANDON GAMES

Is a game that is one that was not played for the full duration of the match because it was ended early by a referee. **Please report at the time of occurrence to our Club Comp Sec 2015 - Tracey Boyd**

Penalties will apply if failure to report ASAP.

Abandon Games can happen for the following reasons:

- * Serious injury where the player requires medical attention and cannot be moved
- * Field declared unsafe by referee due to inclement weather
- * The number of players falling below 7 (comp games only)
- * Poor behaviour of players/spectators/team officials
- * lights going out/sprinklers coming on during a night fixture



Abandon games will need to have an abandon match report filled in, which you will find at the back of this booklet. Please fill this in and return to Tracey Boyd ASAP

***Serious injuries**, will need a report filled in as well, you will also find one at the back of this booklet



FORFEITS

As soon as you become aware of a forfeit(not enough players to take the park)please notify our club Comp Sec - Tracey Boyd

Keep in mind, in a competition team, 7 players can still take the park, so if you have this number your team is advised to play. Check with lower grades, they may be able to help out, as long as they have played their game first. Remember, you will need the permission of the upgraded players coach and their ID card.

Fines may apply to forfeits, and vary from comp to non-comp teams.

Referees fees will apply if less than 48 hours notice is given.



If a forfeit without notice occurs on game day , make sure you fill out the team sheet completely as if you were about to play the game and hand in as usual as it will show who caused the forfeit.

If this happens at an away game, do the same as above, however, please notify Tracey Boyd ASAP, of what has occurred.

REQUESTING GAME CHANGES

1. we need an agreement between the 2 clubs involved, and a reasoning that considered genuine and not frivolous. See Club Comp Sec.

2.The request must be submitted 14 days prior to the original match schedule

3. A suitable venue and kick off time must be submitted and confirmed by NFA as available

MARSHAL DUTIES



* At all matches, there shall be a minimum of two marshals, one marshal from each team, wearing an appropriate vest as purchased from the Association. (orange)

* The marshals shall introduce themselves to the referee before the commencement of the game. *. Marshals' duties shall be to ensure that spectators, coaches and managers do not encroach the sidelines, or the pitch, and see that good order is maintained.

* Should any incidents arise out of a match that are for consideration by the Board, each marshal shall complete a written report into such incidents for the Board. The report shall be submitted on **Prescribed Form 20** (Incident Report lodged by a Team Official or Spectator) in accordance with instructions contained in the form. Forms are available from the association website Library.

* The marshals shall appear at any inquiry as neutral witnesses, if required.

* All marshals shall have obtained the age of 18 years of age.

* Marshals from both teams shall print their name, and sign the team sheet, indicating they were in



attendance for the game.

* Where a game is played on a neutral field, it is the responsibility of each visiting team to supply their own marshal for their game.

* It is the responsibility of the Team Manager, or in their absence, the team Coach to appoint the Marshal for their match and to ensure that the Marshal is aware of their responsibilities in accordance with these regulations.

UPGRADING RULES



UPGRADING OF PLAYERS TO HIGHER DIVISION OR AGE GROUP

a. The rules of upgrade are designed to allow teams to borrow players if there are shortages due to injury or absenteeism. They do not exist for coaches to continually borrow players from different teams to gain additional game time that deprives regular team members of their game time. The Association expects that existing team members receive game time before any player that is being upgraded.

b. Players can be upgraded provided that the player fulfils their own team's obligation and does not cause the team to forfeit through lack of players

c. For any competition game, no more than three players, regardless of age or division, may be upgraded into a team.

3 ✓

d. A player can only be upgraded three times during the competition season regardless of the number of teams they have been upgraded to. This does not apply to upgrades to Premier League teams or the upgrading of Veteran players, see blow.

e. If a player is upgraded for a fourth time during the competition season, the player will be re-graded to that team they upgraded to for the remainder of the season.

4 NO! NO!

f. Upgrade counts are re-set for semi-finals and finals whenever this format is used by the Association.

g. Only players that have been upgraded to a team during the competition season may be upgraded during semi-finals and finals

h. If a team is re-graded to a different division and all associated results are made "void", then any upgrades used by the team being re-graded shall also be deleted from the records and will not count towards the total number of upgrades used by a player. Player and team disciplinary records remain in force irrespective of upgrades and team re-grades.

i. In instances where a match is abandoned, the up-grade of a player will remain on record and will count towards the upgrade tally of that player.

j. A player may not be listed as upgraded while under suspension.

k. From age group U13 and above, male and female players are not permitted to be upgraded between male and female competitions.



UPGRADING OF PLAYERS PARTICIPATING IN U12 TO U18 TEAMS

a. A player may be upgraded to play in higher age group or division in a season provided:-

i. The player does not play more than 2 years above the players age, ie. To play in a U14 team the player has to have turned or be turning the age of 12, regardless of the team the player has registered with, and

ii. If a player is playing in the same or one age group above the team in which they are registered they may only play in an equal to or higher division, eg Players in U12/3 team can play in a 12/3, 12/2 or 13/3 or 13/2 team but not a 13/4 team, and

iii. If the player is upgraded two age groups above their team eg, U12 to U14 teams (subject to meeting the age requirement above) they can play in any division.

b. Players from non-competition age groups (U11 & younger) may only upgrade into competition age groups (U12 & above) a total of three (3) times. The fourth and subsequent upgrades will result in a Loss of Points to the competition team.

c. For players in U11 and U12 mixed teams, male players are eligible to upgrade (subject to meeting the age requirement above) to mixed teams in the U12 age group and boys teams for older age groups. Female players are permitted to upgrade (subject to meeting the age requirement above) to mixed teams in the U12 age group and female teams in older age groups playing in a female competition.

d. Players from U16 teams to U18 teams, who have attained the age of 16, may upgrade to any all age division (male and female) within their club, regardless of the division of their original team (Example – An U18G.1 player may upgrade to AW division 1 or division 5, but not to a male team).





UPGRADING OF PLAYERS PARTICIPATING IN ALL AGE TEAMS

- All age teams can upgrade players (provided they have attained the age of 16) from lower division teams within their own club. The maximum number of players that can be upgraded for a game is three.
- For male players, teams in O45 competitions are considered to be in lower divisions than teams in O35 and AM competitions, while teams in O35 competitions are considered to be in a lower division than teams AM competitions. For female players, teams in O30 competitions are considered to be in a lower division than teams in AW competitions.
- Premier League teams can have unlimited upgrades of players (provided they have attained the age of 16) from lower division teams within their own club. The maximum number of players that can be upgraded for a game is three. Any upgrade to a Premier League team is not counted in a players upgrades for the competition season.
- Veteran players, who have attained the age of 40 years old, may be upgraded an unlimited number of times to any team which is a higher division than the team they have been registered with.

Behaviour of Members

ABUSE OF OFFICIALS: Abuse of Match and or club officials WILL NOT be tolerated AT ALL by any member of Richmond ExSSC, this extends to family members and spectators. Breach of Codes of Conduct is taken very seriously, fines may apply. Please note that Richmond ExSSC committee reserves the right to decline or cancel any registration at any time and for any reason they deem justified.

CODES OF CONDUCT ARE FOUND AT THE BACK OF THIS BOOKLET - PLEASE READ

**code of
conduct**

Richmond ExSSC also trust that our members behave in an admirable manner especially when they are visitors to other club grounds, that they abide by & respect the rules of other clubs. Clean up after your team !!



SPECTATORS

- The FNSW Terms of Admission Policy and the FFA Spectator Code of Behaviour applies to all Spectators attending any Match.
- The GPT has jurisdiction to issue Suspensions against Spectators.
- In the event of a breach of the FNSW Terms of Admission Policy, Nepean F.A. may refer the matter to the GPT and seek an appropriate sanction including but not limited to excluding Spectators from all Matches within Nepean F.A. jurisdiction.
- Any ban imposed by FFA or Football NSW under its applicable rules and regulations against a person may be endorsed and applied by Nepean F.A. across all Matches.
- Any ban imposed by a Club, Centre or Association Member under its applicable rules and regulations may be endorsed and applied by Nepean F.A. across all Matches upon written

SUBSTANCE RESTRICTIONS AT VENUES



CONSUMPTION OF ALCOHOLIC LIQUOR AT GROUNDS

- No alcohol to be allowed at any ground under the jurisdiction of the Association within 10 metres of the playing area.
- No alcohol may be consumed at any venue while Junior matches are being conducted.
- At venues signed posted as alcohol free zones by the Local Government Authority, no alcohol may be consumed under any circumstances, at any time.
- All players, officials and spectators are required to follow the directions of club officials or ground signage in relation to local rules pertaining to the consumption of alcohol.
- The penalties, as here-under, applies to any field within the Association's area, whether the players or spectators are at home, away or on a neutral ground, and whether or not they are officials, players or spectators from any club within the Association's area.
- Failure to comply with rules relating to the consumption of alcohol shall incur the following penalties:

ICELY PARK IS A GLASS FREE ZONE

- FIRST OFFENCE = Minimum \$300 fine plus four weeks suspension to the team, manager, coach or player, if involved and found guilty of the offence.
- SECOND OFFENCE = Minimum \$600 fine, plus ten weeks suspension to the team, manager, coach or player, if involved and found guilty of the offence.
- THIRD OFFENCE = Minimum \$1000 fine plus minimum twelve months suspension to the team manager, coach or player, if involved and found guilty of the offence.





SMOKING AT VENUES

Smoking at sporting venues is strictly prohibited. Clubs may establish designated smoking areas in car parks, on roadways and in areas permitted by their local government rules and statutes.

Icely park smoking areas are situated behind the wire fence that surrounds the park. We have 2 smoking pots in the canteen, if needed.



BYES: in 2015 a few teams will find that they have byes, If you would like to play, please contact Tracey Boyd who will try to organise a friendly game for you with another club. Be aware this may be out of the area for Mini Roos. Please let her know ASAP so there is plenty of time to organise. That is only if there is a suitably matching team available.



Other Important Information you need to know

FIRST AID KIT AVAILABLE, we have a First aid kit available from the canteen, and ice packs kept in the freezer. Our First Aid Officer 2015 is Jayne Pembroke.



Contacting Committee/Nepean Office

The protocol for contacting Nepean (NFA), is that it needs to come through the club. All correspondence needs to be in a written format, handed to the secretary (Tracey Boyd) to be tabled at the next committee meeting and forwarded on to NFA. If you ring NFA directly without informing the Richmond ExSSC, we will be held responsible for our members actions, so please respect the protocol. We will endeavour to seek appropriate action ASAP to help and or solve any conflict that arises. Paul Boyd is our Member Protection Officer (MPIO). Please feel free to have a chat with him about any concerns you may have, ours is an open door policy.

Contacting committee members is also something that needs to be addressed with common sense and respect. Preferably coach/managers contacting us in regards to most matters within this booklet is a good idea. Most committee positions are voluntary and we have 31 teams/350 members in 2015 to look after. Please seek us out for help in anything regarding your teams/players/equipment and we will assist you the best we can, if not, we can point you to the best person. Please keep phone calls/texts to a decent time - Tracey Boyd's times- not before 7am and not after 10pm unless you have an emergency.



SPONSORSHIPS



Sponsorships are available every year in different packages. For 2015 season, some of the committee have been working towards putting together some new levels of sponsorships. We have bronze, silver, gold and platinum levels, which includes different garments for teams. We mostly do this type of sponsorship for the individual teams, something for the players. We are also open to discussion for any other types of sponsorship you have in mind. Please seek out committee members to help with any ideas you may have, we will be eager to hear you out. This year we also have a "player of the Match" sponsor for U17's Saturday teams, DONUT KING in the Richmond Marketplace, we thank them very much for their generosity.

YEAR BOOKS/REPORTS



Every year Richmond ExSSC produce a Year Book, which has evolved to be a great publication, and a fantastic record of who was involved with the club over the years. We rely on reports about the teams to add to the year book, it doesn't have to be a literary triumph, however we ask that something, not too monumental be written about each team. All Coach/managers do it differently some choose to write about each player, some about the team as a whole, it doesn't matter as long as a little something is written. These reports are usually required around July, so beware that Tracey will be calling on you for these.

CLUB PHOTO'S



Every year Richmond ExSSC organises Club Photo's. The last few years we have been organising them ourselves, which is a massive undertaking. This is to try to keep prices down for our members and still try to deliver a quality

product. We don't expect that everyone purchases these photo's however, we do ask for as many team members to be present as possible, to complete our records and develop a pictorial history for generations to look back on. We also use these team photo's to give to your sponsors and they are used in our year book. Please use patience on these days, we understand their maybe some inconvenience for some, however we are really only asking a little of your time.

FUNDRAISING



Richmond ExSSC try not to bombard its members too much with fundraising as we understand the costs involved with sports and living, however from time to time we will organise some fundraising events. In 2015 we are looking at trying to bring back our legendary trivia nights. Stay posted for more info. Please get behind the club when Fundraising comes around.

NEWSLETTERS

From time to time Richmond ExSSC will put out newsletters. They will contain important info that is in the interest of all members, please hand them out to your members.

NEW FOR 2015 MATCH REPORTS PUBLISHED ON OUR WEBSITE

In 2015 Richmond ExSSC are trialling a new system for publishing our match reports. We will be uploading them onto our website for all members to view at their leisure, our Publicity Officer for 2015 is Rebecca Wilson and her e-mail address is lbtrees@bigpond.com

Our website is www.richmondsoccer.com.au

Some hints and tips for writing match reports : Use the child's full name as there are sometimes more than one "jack" or " Amy" in the club. (unless there is a parenting issue, then it is acceptable to use first name only - if you are concerned check with the parent.), or alternatively you can use a first name and last initial eg: Jack B. or Jane W. Please keep the report to approx 4-5 lines.

Please don't write negative comments in regards to refereeing or opposition teams/clubs, they will be edited out. If you are unable to e-mail, you can drop a hand written version into the canteen for our Publicity Officer to pick up. Please remember Team name/date of game/ player of the match/opposition team

An example below:

Team Name: All Age Ladies Div 5 v's St Marys Soccer Club

Date Played: 29/03/15

Score:(optional) 1 nil to SMSC

Scorers: nil

Report: A gallant game played by all who attended. The ladies ended up with only 8 players on the field as injuries struck hard. Mel C. was fantastic in goals considering this was her first game also winning player of the Match. Excellent team effort, to hold the opposition off for most of the game.

A Template will be added to the back of your book, feel free to use the photocopier in the canteen if needed.



REMINDERS

Reminders:

NFLD: When travelling to a NFLD match, please be aware, the hosting club may be opening or closing for your game, maybe lending a hand to set up or pack up, and don't forget to thank them upon leaving.

CLIMBING ON GOAL POSTS & TREES IS NOT ALLOWED WHILST TRAINING IS ON OR AT ANY ORGANISED SOCCER GAMES. PLEASE KEEP YOUR CHILDREN OFF & OUT - THANKYOU



CANTEEN:

Please keep young children out of the canteen, esp on a Saturday Morning, when it is quite busy.

2015 initiatives - we are adding some healthier choices to the canteen menu by the way of our "Riverview Produce fruit bowl" and hot soup during the winter months.

ORANGES - Oranges are available in the canteen for all teams. Take some on training nights if you wish, cut them at home and take them to your game. Alternately cut them on the sink on game day, we usually have spare containers.



FACEBOOK - We now have a face book page for those who are technologically savvy. This is used mostly for posting Club updates/reminders/events/ information/wet weather cancellations/park closures. We will try to keep it up to date ASAP. When we make special requests where we are trying to disperse the information to as many people as possible, we ask if you can like or share these particular posts so we can get our message out. Please don't use this as a platform to air grievances with referees/ours or other clubs/ coaches / team mates, we have other avenues for this. Please be wary that when agreeing to the terms and conditions of registrations that there is a media policy that needs to be adhered to from FFA FNSW and NFA.

Like us on Face Book - Richmond Ex-servicemen's Soccer Club



SEE BELOW EXERT FROM NFA GRIEVANCE & DISCIPLINARY REGULATIONS

17. SOCIAL MEDIA AND DETRIMENTAL PUBLIC COMMENT

- a. Without limiting the FNSW Social Media Policy (adopted on 30 August 2012) or FFA Rules and Regulations, Members must not make public or media comment (including via social media) which is detrimental to the interests of the game.
- b. Without limitation, Members will breach these Regulations and be deemed to be making comment detrimental to the interests of the game if in making any public or media comment if it:
 - i. denigrates or criticises another Member, whether in relation to incidents that have occurred in a match or otherwise;
 - ii. denigrates or criticises Nepean F.A. , FNSW or FFA or any of its commercial partners;
 - iii. denigrates or criticises a Participant by inappropriately commenting on any aspect of his or her performance, abilities or characteristics;
 - iv. comments on the likely outcome of hearing;
 - v. criticises the outcome of a hearing; or
 - vi. criticises any evidence, submission or other comment made by any person at a hearing.
- c. Nepean F.A. may, in its absolute discretion, investigate such matters and charge Members under these Regulations and refer the matter to the GPT for Determination

PRESENTATIONS

Over years of experience we have decided in the last few years to split into 3 categories. Which from all accounts seems to be working well.

SUB JUNIOR - U6/7/8 held on the last game day (22/08 for 2015) This keeps everything relative for these little ones. Last game/trophies/sausage sizzle/jumping castle/slushies - FINISHED

JUNIOR - U9 to U17 usually held a few weeks after the season completion on a weekend.

SENIOR - U18 to All Age - usually Friday/Saturday night at a venue TBA with a casual theme, to keep prices affordable for all. Can be between as early as September and as late as November.

PERPETUAL AWARDS

Richmond ExSSC award several perpetual trophies each year for different achievements. They are as follows :

BOB MOORE SUB JUNIOR ENCOURAGEMENT AWARD U6/7/8 - Decided by Committee Vote

Kelvin Hales Jnr Encouragement Award (U9- U14) - Decided by Committee Vote

Pierre Kersivian Team Achievement Award (Comp Teams generally) - Decided by Committee Vote

Jack Carter Goal Average (Comp Teams only) - Determined by Goals for and against including semi- finals

Paul Boyd Coach and Manager Award (Usually comp teams) - Decided by Committee Vote - on Comp Sec advice

Norm Fletcher Jnr Goalkeeper - (Comp Teams U12 - U18) - Decided by Committee Vote

Snr Goalkeeper - Can be split between Male / Female (2 separate awards) - Decided by Committee Vote

Club Person Of The Year - Anybody eligible - Decided by Committee Vote

10/15/20/25/30/35 YEAR RECOGNITIONS - we recognise all these milestones for various roles

We also recognise Comp winners and runners up, Finals winners and runners up.

POLICIES

Richmond ExSSC are busy behind the scenes to bring our Club up to date and in line with FFA/FNSW and NFA

policies. Hopefully a series of these policies/rules/regulations will be rolled out during the season. All will eventually be available in the canteen for members perusal.

BUSINESS BOARD



In 2015 we have started a community initiative of our Business Board. It will hang outside the canteen on game day, and we encourage any of our members to put up their business cards. People are always looking for different business services or items. We would like to try and assist our members, friends and family with an advertisement of their business.

OVER 46 YEARS OF SOCCER

Richmond ExSSC are now playing in its 47th season, and we are proud that the club is still thriving, and providing a family orientated atmosphere to nurture our great game of Soccer in the Hawkesbury. 2015 sees us with 31 teams from Under 6 to All Age, including Over 35's. We have also reached the very important milestone of having over 100 members receive 10 year service awards, a fact of which we are extremely proud and shows the amount of loyalty throughout the history of the club. We applaud the efforts of all our volunteers as we wouldn't be running without you all. We measure our success with the return of teams, which reflects our efforts to provide an organised and friendly place to enjoy local sport.

RICHMOND EX-SERVICEMEN'S SOCCER CLUB IDEALS

Richmond ExSSC ideals are to promote the fundamental skill development and participation of football (soccer) in a family orientated social atmosphere encouraging the love of the sport whilst having fun.

ENJOY YOUR SEASON!!

Do not hesitate to contact us with any concerns what so ever, we are here to help

