GUNGAHLIN UNITED FOOTBALL CLUB



COACHING AND TECHNICAL MANUAL 2015

TABLE OF CONTENTS:

SECTION 1 - INTRODUCTION:	4
Coaching Courses	4
SECTION 2 - GUFC CONTACTS:	4
GUFC EXECUTIVE COMMITTEE	4
CONTACT DETAILS FOR THE GUFC EXECUTIVE ARE LOCATED ON THE CLUB WE	
SECTION 3 - CODES OF CONDUCT AND GOOD COACHING:	4
SECTION 4 - GENERAL RESPONSIBILITIES & INFORMATION:	
HELPFUL TIPS FOR COACHES:	
GROUND BOOKINGS	
Additional Bookings or Changes to Current Bookings	
Cancellation of Bookings	6
PRACTICE SESSIONS AND MATCHES	
Training Times:	
Practice Matches	
Carnivals EQUIPMENT	
Issuing of Equipment	
Return of Equipment	
Missing or Damaged Equipment	
Club Colours and Playing Strips	7
Appropriate Wear and Protective Equipment	
Player Assessment Sheets	
Liaison with Players and Parents	
SECTION 5 - MATCH DAY	8
FIXTURE LISTS	
GUFC HOME FIELDS	
AWAY GAMES	
WET WEATHER	
FIELD SETUP	
U8's – U11's	
Junior & Senior Field Set Up – U12 to Seniors	
COACH/MANAGER MATCH DAY CHECKLIST:	
Before the Game	9
During the Game:	
After the Game:	
MATCH RECORDS AND REPORTING RESULTS:	
Table 2: Table of Do and Don'ts for Match RecordsDO's	
DOS	
PLAYER INJURIES	
First Aid	
General guide when injuries occur:	
Insurance	11
SECTION 6 - GUFC POLICIES	11
SECTION 7 - MISCELLANEOUS	11
MONTHLY MEETINGS	11
SECTION 8 - JUNIOR LEAGUE REGULATIONS	12
FINANCIAL AND OTHER PENALTIES	12
SECTION 9 - REFEREES	
APPOINTMENT OF REFEREES	12
ASSIST THE REFEREES	
REFEREE MATCH FEES	
Table 3: Referee Match Fee Schedule	

REFEREE MATCH PAYMENTS:	13
REFEREE PAYMENTS PROCESS (U10 – U18)	13
SECTION 10 - PLAYING AGE GROUPS AND RULES:	14
MINIROOS U5-U7 PROGRAM	14
MINIROOS U8-U9 GAMES:	14
MINIROOS U10-U11 GAMES:	14
JUNIOR LEAGUE COMPETITIONS (U12-U18)	14

SECTION 1 – INTRODUCTION:

The Gungahlin United Football Club (GUFC) welcomes all coaches, managers and referees who have offered their assistance for the coming season. Your services are invaluable in enabling GUFC to organise and run games of football.

This handbook should be read in conjunction with the current Capital Football Junior League Regulations, Referee Field Handbook and GUFC's codes & policies. It is available to assist you as a coach or manager. Committee members will also help or direct you to the appropriate person if required.

If you need help - please ask - and don't leave it until the end of the season.

The primary aim of this club is to provide young people with the opportunity to play and enjoy football in a friendly environment. As players advance and become older (U10 and above), GUFC also provides the opportunity to play football at an appropriate level. This is achieved through grading, coaching, training and encouraging players.

Coaching Courses

To assist all coaches and managers, the Club Coach can help arrange courses at all levels of experience. GUFC needs its coaches to complete the FFA Grassroots Certificate where possible. A course that is free of charge, takes a few hours and is a practical introduction to coaching young players (see GUFC website for details).

Capital Football also provides other FFA approved coaching courses that provide accreditation (junior, intermediate and advanced). To assist coaches GUFC will reimburse between **50% and 75%** of the cost of a course registration fee (on successful completion and continued coaching of a GUFC team). Coaches should check the GUFC website or contact the Club Coach for assistance.

All Division 1 coaches must be qualified to an appropriate level for their age group.

SECTION 2 - GUFC CONTACTS:

GUFC Executive Committee

Contact details for the GUFC Executive are located on the club website.

SECTION 3 - CODES OF CONDUCT AND GOOD COACHING:

The Codes of Conduct and tips for good coaching are located on the club's website and should be read in conjunction with this manual. They have been adopted for use by the club and all it members at matches, training sessions and social occasions, so please read them. All players, coaches, managers and officials are subject to these codes and are expected to act accordingly.

SECTION 4 - GENERAL RESPONSIBILITIES & INFORMATION:

Helpful Tips for Coaches:

- Prior to the commencement of the season, ensure you:
 - 1. Send an introductory email or letter to your team see below.

Example of an introductory email/letter:

Dear Players and Parents,

Hi,
My name is
Our first training session will be on
(<i>Time</i>) at the (<i>Location</i>).
Please ensure that your child is there on time, dressed for the conditions, wearing soccer boots, shinguards and have a bottle of water.
On game day, all players are required to attend the venue at least half an hour prior to the start of the game.

take care of such issues as:1. Organising the washing of the shirts (shirts should be washed by parents/guardians on a roster basis)

One of the things the club has suggested is the appointment of a Team Manager. The Team Manager would

- 2. Correspondence
- 3. Match encouragement award
- 4. Organise volunteers for setting up or packing away the goals/nets after a home match.

I would greatly appreciate someone filling this position, so that I can devote all my time to the players.

Thanks

(Name)

(Phone number)

- 2. Have a team manager (maybe someone who can also assist in coaching).
- 3. Notify the Grounds Bookings Officer of your preferred training time and venue (see Grounds Booking below).
- 4. Collect your team's playing strip and equipment or have the team manager collect it from the GUFC Equipment Manager. The best day to do this is at the Information Day.

Please note: Kits will not be handed out until a coach/manager has attended one of the coaching panel information sessions.

- 5. For U10's and up the coach or manager need to complete a banking details form that allows the club to deposit referee match fee payments into their account.
- Make sure that all players show up wearing the correct equipment and attire for the conditions (players that attend training wearing inappropriate clothing during winter get sick and miss games).
- Provide parents with written information of what is required of them. A sample letter to parents can be found in the *Appendix* at the back of this manual.
- For U10's and up the coach, manager and players should all attend the game location at least half an hour prior to the commencement of the game for the team to prepare the field (if required), get ready, discuss positions and warm-up.

- Coaches MUST attend training sessions and games on time or have made prior arrangements for the team manager or a parent to be there on time, as most parents drop off their children at the field in the belief that the coach will take care of them. Coaches are responsible for all players in their respective squads whilst in their care.
- The players are your responsibility at both training and at a game. Players should be supervised at all times. Players are NOT to be left alone after any training session or game until a parent or guardian arrives to pick-up the child. Please make sure ALL children have been collected by the persons entrusted to do so before you leave.
- GUFC has a 'duty of care' policy for its player's. Coaches are advised (for your own protection) that wherever possible you should have your Team Manager or another parent present for all club activities.

Ground Bookings

The GUFC Grounds Bookings Officer manages grounds for training sessions, practice matches and games and all changes and bookings must be made through them at grounds@gungahlinunitedfc.org.au. When the annual program is confirmed ground bookings will be made and confirmed.

Additional Bookings or Changes to Current Bookings

Any additional sessions or change of times/venues must be requested by the *Coach or Team Manager*, to the *Grounds Bookings Officer*, no later than five (5) working days prior, to change the session, and will be confirmed only after TAMS has confirmed the changes requested.

Cancellation of Bookings

Cancellations need to be notified to the *Grounds Bookings Officer* no later than five (5) working days prior to the scheduled session. If training is cancelled because of inclement weather or other field issues please notify the grounds officer the same day so refunds can be organised.

Practice Sessions and Matches

Training Times:

The following fields are available to the Gungahlin United Football Club for training purposes during the week.

- Harrison Playing Fields, off Katoomba Street, Harrison;
- Nicholls Playing Fields, Clarrie Hermes Drive, Nicholls; and
- Palmerston District Ovals, Kosciusko Avenue, Palmerston.

We recognise that training areas are at a premium and every effort is being made to make more training areas available. Some teams may wish to use the area behind the goal posts at both ends of the fields should appropriate training areas be unavailable.

All coaches/managers MUST notify the Grounds Bookings Officer of their preferred training time and venue.

Please make sure you observe ground booking times to alleviate any issues with crowding and field availability.

Practice Matches

All practice matches must be approved by both the Grounds Bookings Officer and the Technical manager (and sanctioned by CF if it involves a team from another club). This is to ensure that referees are appointed if required and that players are covered by insurance. If approval has not been sought or granted then players are not covered by insurance and team staff may be liable for any injury. A minimum notice of five (5) working days is required to setup any practice match.

Carnivals

The club encourages teams to organise themselves and enter carnivals to further develop the players and strengthen ties with other football clubs. The club has previously been involved in

the Woden Valley Lightning Tournament in April, Kanga Cup Tournament in July, Cowra Cup in August, the Young Lions Soccer Carnival in September, and Gold Coast Champions Cup in October. Coaches and Managers of teams wishing to enter a carnival must contact the GUFC Carnival Coordinator at coaching@gungahlinunitedfc.org.au initially as there are approval processes that must be adhered to for legal and insurance purposes. The Carnival Coordinator can also assist you with any other enquiries.

Equipment

Issuing of Equipment

Equipment will be issued to the team's coach or manager for the duration of the season. Each manager/coach is responsible for the custody, maintenance of their equipment. It is the coach's responsibility to ensure that equipment does not go missing or get damaged as far as can reasonably be expected. Any enquiries regarding club property should be made to Steve Welsh - GUFC's Property Manager (property@gungahlinunitedfc.org.au) or a Club Official at the Harrison Pavilion of a Saturday morning during the season.

Return of Equipment

At the end of the season all equipment and shirts are to be returned to GUFC at the Harrison Pavilion or as advised.

Missing or Damaged Equipment

Coaches are to report any missing or damaged equipment to GUFC's Property Manager (property@gungahlinunitedfc.org.au). Replacement equipment can be organised if appropriate.

Club Colours and Playing Strips

The club's colours are a white shirt with black trim, black shorts and white socks with two black bands. Our alternate shirts are yellow and black or blue with the same shorts and socks. U10's to U18's teams are required to wear the club's shorts and socks, which can be purchased through the club. Where there is a clash of shirt colours, the home team must wear the alternate strip or bibs. These are located in the containers at Harrison Playing Fields and should be returned to the container (preferably washed) as soon as practical following the game.

All playing shirts remain GUFC property and <u>ARE NOT TO BE ISSUED TO INDIVIDUALS</u> on a permanent basis - This has caused significant losses of strips in the past and the cost of replacement impacts our registration costs.

All strips are to be washed in cold water and are <u>not to be tumble dried</u>. Managers should prepare a roster for the washing of the strip. At the end of each game, all strips should be collected and given to the nominated parent for washing. Coaches and managers are responsible for the return of playing strips at the end of the season for their team to GUFC in a clean condition.

Appropriate Wear and Protective Equipment

It is a FIFA Law of the Game and a CF regulation that all players taking the field of play should not wear anything that is dangerous to them or any other player. This includes, but is not limited to, caps or hats with hard brims (other than goalkeepers), plaster or fibreglass casts and any jewellery (which must be removed, not taped - Medi-Alert bracelets must be taped if worn). Boots or training shoes and shin-guards must also be worn and the shin-guards must be fully covered by socks. Referees WILL check these and stop players from playing until these are conditions are met. Additionally shin-guards and boots are required to be worn for all training sessions (please note shin-guards must be the correct size for the player otherwise they do not provide adequate protection). It is also suggested for safety reasons coaches have players remove all jewellery for training sessions.

Player Assessment Sheets

A player assessment sheet is available for coaches and managers of age groups from U9-U18 to complete for their team. This outlines each player's strengths and weaknesses as well as a recommendation for the next season as to which division the players would be best suited. This assessment sheet should be handed in prior to the last game of the season and are

important in providing first line feedback to the Coaching Panel. They are used in conjunction with grading results to provide a clearer picture of a player's capability the following year. It is suggested these are filled out and updated during the year rather than having to remember a year's worth of information at the end of the season. The coaching assessment template is available through the GUFC website.

Additionally, at the end of the season all U12–U18 teams will be asked to nominate a player for the 'Best & Fairest' and 'Most Improved' trophies. Coaches and Managers should monitor their players during the season to ensure they are in a position to provide this information at the appropriate time.

Liaison with Players and Parents

Team Managers are expected to be the first point of contact for the players and parents in their respective teams. This includes parents or players informing managers that they cannot attend training or games as well as managers notifying parents or players of wet weather conditions and disseminating information such as a grounds list and contact details for players or officials (please ensure all appropriate privacy issues are addressed before distribution).

SECTION 5 - MATCH DAY

Fixture Lists

For U10 to U18 fixtures are available on Sporting Pulse through Capital Football. U5 - U9 draws will be placed on the GUFC website. The week's home fixtures are also listed at Harrison Pavilion each Saturday.

GUFC Home Fields

- Harrison Playing Fields, Katoomba Street, Harrison and
- Nicholls Synthetic Fields, off Kelleway Ave, Nicholls.

Away games

Away games are against other clubs in the ACT and/or surrounding regions. U8 and U9 locations are identified on the draws and all locations for U10-U18 can be found on Sporting Pulse, through the Capital Football website.

Wet Weather

ACT Government sports fields are subject to closure at the discretion of the ACT government. This will depend on the condition of the field. If you think fields may be closed please ring the ACT Government sportsground closure line on 62075957.

Generally on weekends field closures will be the discretion of the HOME team's club officials. If you think games may be cancelled you should check the GUFC website (http://www.gufc.org.au) and/or Facebook page and listen to the various radio stations public announcements.

As the coach/manager, should you be made aware that the game has been cancelled please contact all players/families.

If in doubt, it is better to assume that the game / training is still on.

Field Setup

The club needs the help of all teams in setting up the fields for play. This will assist in the smooth scheduling of games, ensuring they start on time and protect club property. **Please make sure you get your team parents to assist in set up/pack up** as it is imperative that these tasks be done so you have time to coach and so that other age groups do not start late. Diagrams of field locations and the appropriate set up of fields are on the website, and will also be placed on the display boards for viewing every Saturday morning.

U5's, U6's and U7's

Goals and other field setup equipment are located in the containers, or brought to the field location for you.

U8's - U11's

The storage area for your SSG goal posts is in between the containers inside the fenced area for U8 - U11. Teams are required to collect the goal posts, nets and cones and place them on the pitch in their correct positions (half-way and corners). Be aware that setting up of nets is mandatory and will take some time. You are advised to make sure you/your assistants have sufficient time to do so before your game.

- *U8 teams* will need to set up their fields and goals (including nets) BEFORE their games and leave them in position after their game.
- *U9 teams* will need to pack away their crossbars only (leave the sides, net and cones) AS SOON AS THEIR GAME IS OVER.
- *U10 teams* will need to get the larger crossbars and increase the field size BEFORE their game and leave them in position after their game.
- *U11 teams* will need to pack away their goals and cones AS SOON AS THEIR GAME IS OVER.

If it is your team's responsibility to return goals, nets and cones, please ensure they are stacked away neatly, otherwise it makes it difficult to get them out the following week. Also please strongly encourage the parents of young players to keep all other children away from the goals during and after games and <u>do not allow any child to swing from a goal as</u> there have been fatalities from this in the past.

Junior & Senior Field Set Up - U12 to Seniors

The first home team to play on a ground must put up the nets and ensure that the corner/centre line flags and technical areas are in place. Teams are to collect the nets and flags and cones from the storage containers. The team playing the last game on each ground must take down the nets, put them in the bin provided and collect all pegs, corner flags and cones. All gear must be returned to the storage containers.

Coach/Manager Match Day Checklist:

Before the Game

- Check the field is correctly set up (have the parents help you).
- Receive a flag from the referee and arrange a volunteer to run a line (unless an assistant referee is available or it is unnecessary U7 and below).
- U10-U18 only Pay ½ the referee's match fee
- U12-U18 only Pay ½ of any referee assistant's match fee
- Have all referees sign your referee match fee record (details on referee match fees can be found in Section 10 Referees).
- Hand the referee, the completed match record and a match ball.
- Have the players ready to take the field a couple of minutes before the designated kick-off and check they are correctly equipped and attired (correct clothing, boots and shin-guards and no jewellery (If you notice a clash of strips, arrange for bibs or an alternate GUFC strip).
- Ensure you are positioned in the technical area and that your spectators are in the spectators zone.
- Have the players take to the field, line-up on the centre line and shake hands with the opposition team.

During the Game:

- Encourage the players to play fairly and in the spirit of the game.
- Make sure any spectators stand back from the line (~1 metre) to help the referee/s.
- Discourage any poor behaviour at the field. If help is required seek out a club official.
- Should a player be injured and need assistance, tell the referee and wait for them to call you onto the field.

• Should a serious injury occur make the referee aware and they WILL stop the game - seek out a club official immediately and if required call an ambulance.

After the Game:

- Participate in any sportsmanship shown by teams (e.g. handshakes etc.)
- Hand flags back to the referee and collect your match ball.
- <u>U12-U18 only</u>:
 - Check the referee has filled in the match record correctly and signed it (if incorrect inform the referee and have it fixed immediately).
 - Ensure the match record is delivered to the letter box outside the Harrison Pavilion Canteen by 5.30pm on MATCH DAY (for collection by the Points Registrar).

Match Records and Reporting Results:

Managers of teams playing in the Junior (U12 & Up) and Senior competitions are required to complete the match records that are provided to all teams.

The record is in triplicate – green copy to the away team, white for Capital Football (CF) and blue for home team – the last two MUST go to the Points Registrar and they need to be filled out in accordance with the *CF Regulations*. These are summarised in *Table 2* below.

If required, Match records are available from the Grounds Official at Harrison.

Table 2: Table of Do and Don'ts for Match Records

DO's

Managers of U12-U18 teams are required to fill out a match record for every match with the:

Age Group, Division, Round N°, Date of the Match, Clubs competing, The 'Home' team, the 'Away' team and the Printed Names of the players fielded and their shirt & FFA numbers.

Give the filled out match record to referee prior to match.

At end of match check details on the record as completed by the referee and discuss/correct if incorrect (score, offences, significant injuries and referee details).

Sign the record and have the other team manager sign the record if details are correct. If there is a dispute, resolve it if possible, if not sign the record and note it was 'signed under protest'.

Deliver the match record to the letter box outside the Harrison Oval Canteen by 5.30pm on Match Day.

DONT's	Breaches Result In
Sign the match record prior to the game.	Possible points loss
Add additional players to the match record after the start of the game.	A fine
Write more than 15 players on a match record.	Possible points loss
Submit a match record with an incorrect result.	A fine
Provide incorrectly filled out or incomplete match records to the <i>CF Points Registrar.</i>	Fines, forfeiture of match points or a report to the CF.
Provide the match record and results late.	A fine

Failure to follow these instructions could mean that an incorrect score may be recorded for your match and the club could be fined, so your assistance in helping the club abide by the Capital Football regulations on match records is greatly appreciated.

Please ensure you deliver the match record (U12 - Senior) to the letter box outside the Harrison Clubhouse (Katoomba St) by 5.30pm on Match Day.

If for any reason you can't deliver your match record before 5:30pm, please Phone, SMS or email the results ASAP to the Points Registrar – **Bradley Doohan - 0433 022 733** or **points@gungahlinunitedfc.org.au**

Player Injuries

First Aid

Coaches and Managers are encouraged to undertake a basic first aid course. As with other relevant courses undertaken for the benefit of the Club, you will be reimbursed for half the cost of the course. There are first aid kits available at our home grounds. There are some Club officials who are first aid qualified or sports trainers.

General guide when injuries occur:

Coaches and managers are reminded of the following:

Generally, players will get up off the ground by themselves after a hard tackle however, if they remain still or cry out in pain:

- DO NOT pick up an injured player and carry him/her from the field.
- DO NOT manipulate or try to straighten a limb if it is broken you are likely to cause more damage and more pain.

If you suspect a fracture, leave the player where he/she is, and:

- Send someone to ring for an ambulance make sure they know what the suspected injury is, the precise ground location and the best access to the ground.
- Clear the immediate area of spectators.
- Have someone stay with the injured player to reassure them and have someone at the access point to the ground to direct the ambulance to the scene.
- Keep the injured player as comfortable as possible protected from direct sunlight, rain/wind. Cover if cold but DO NOT over heat. A few sips of water (if conscious) can be given.
- If a neck injury is suspected the player <u>MUST NOT BE MOVED</u> until an experienced person can fit a suitable neck brace without moving the head.
- All injuries of a significant nature should be recorded in the appropriate section on the match record by the Coach or Manager.

Insurance

All players are covered by a player insurance policy if they are injured during an official game or official training. However, the insurance coverage does not include all costs and parents should consider whether they need other medical and hospital insurance. Details are available at: http://www.capitalfootball.com.au/site/insurance.php

SECTION 6 - GUFC POLICIES

The club currently has policies covering Grading, Disciplinary Action, Codes of Conduct, Duty of Care, Sponsorship and Playing-Up. These policies are available on the GUFC website or you can contact the Technical Manager to find out more. All players, coaches, managers and officials are subject to these policies and are expected to act accordingly.

SECTION 7 - MISCELLANEOUS

Monthly Meetings

The Executive Committee meetings are held at Harrison Clubhouse regularly (once per month) and provide a forum for coaches and parents to raise problems or ideas with the executive. It also represents the opportunity for the executive to report on its activities and respond to any questions. Meetings usually start at 7:30pm and finish around 9:00pm. Please contact secretary@gungahlinunitedfc.org.au for details.

SECTION 8 – JUNIOR LEAGUE REGULATIONS

Coaches and Team Managers are obliged to adhere to the rules and regulations of the Junior League that are set out in the Junior League Regulations which can be found on the CF & GUFC websites. The Junior League imposes financial penalties on clubs who do not comply with these regulations. Some examples of breaches of these regulations are covered below.

Financial and Other Penalties

Playing an unregistered or otherwise ineligible player:

If in doubt about the status of any of your players contact the GUFC Registrar – Jenney Rolfe at registration@gunqahlinunitedfc.org.au.

Walk-off by a team before the completion of a game:

Sometimes it may seem appropriate to walk off the pitch prior to the end of the game, particularly if players appear to be in physical danger. However, except in the most extreme circumstances do not yield to the temptation to bring your team from the field as you will not be able to have the match replayed and the Club will incur a fine.

Coaches and managers are reminded that if you are dissatisfied with the conduct of the game, you should complete the game, list the circumstances as soon as possible and lodge an appeal or protest through the *GUFC President* (president@gungahlinunitedfc.org.au) and notify the *GUFC JL delegate* (jldelegate@gungahlinunitedfc.org.au) immediately. Protests must be lodged as soon as possible and preferably within 48 hours of the event.

Late or lost match records or failure to report match results:

As already mentioned, this offence incurs a financial penalty. GUFC has an excellent record on this and we need your help to keep it.

Forfeit of a game:

If it becomes apparent that you are unable to field a team for a game (e.g. through illness or injury of a number of players) you should contact Jenney Rolfe on 0499441718 immediately. GUFC will then be able to see if reserves can be organised in your age group from other teams or from a younger age group to play.

Failure to keep spectators in check

While it is not possible for coaches or managers to physically restrain spectators, it is expected that they will explain and display appropriate conduct to them. You should also ask spectators to stay away from the goals (do not stand behind the goal-line) and at least 1 metre behind the side line in the spectator area.

SECTION 9 - REFEREES

Appointment of Referees

The GUFC Referee Coordinator (RC) appoints qualified and accredited referees to junior home games (U8 and up) where possible. If an official referee is not available, then the **visiting** team should be invited to nominate a suitable person (both parties should agree on the best person to officiate the game). If you are not satisfied with the referee nominated you can refuse to play the game and notify Capital Football immediately (through the Club's Junior League Representative or President) or you can play the game. If you decide to play the game, then you need to be prepared to accept the result.

Once you have agreed to accept someone as the referee, then that person is in charge of the ENTIRE game.

For further information procedures for appointing non-qualified referees to matches are outlined in the *CF Junior League Rules*.

Assist the Referees

Coaches and managers are asked to give full assistance to referees, both on and off the field. This is especially important in the early age groups (below U12) where the referees are

usually from the junior playing ranks. Remember - referees are a vital part of our game and we seek your support in encouraging them to continue and develop.

Coaches and Managers <u>should not criticise decisions with the referees or with officials</u> <u>of opposing teams at the field.</u> There are specific procedures relating to dispute resolution set out in the *CF Junior League Rules*.

If you have any feedback (including complaints or disputes) on the performance of junior referees at Gungahlin, it should be given in person to the Andrew Preston GUFC RC or sent to referees@gungahlinunitedfc.org.au. A response will be sent through the appropriate channels if required.

Referee Match Fees

Table 3: Referee Match Fee Schedule.

Age Group	Referee (Centre)	Assistant Referee (Line)
U18	\$47	\$24
U17	\$47	\$24
U16	\$41	\$21
U15	\$37	\$19
U14	\$33	\$17
U13	\$30	\$15
U12	\$26	\$13
U11	\$16	N/A
U10	\$14	N/A
U9	\$12	N/A
U8	\$10	N/A

Referee Match Payments:

All U8 and U9 referee match fees are the responsibility of the home club, so no action is required by the coach or team manager for these age groups.

Referee Payments Process (U10 – U18)

GUFC coaches and/or managers should complete a <u>Referee Match Fee Advance Form</u> and send it to <u>treasurer@gungahlinunitedfc.org.au</u> (this information goes to the Club Executive only). This will allow the club to deposit the referee money for the season directly into an account.

On receipt of the referee match fee advance, coaches/managers should obtain a <u>Referee Match</u> <u>Fee Payment Record</u> from the GUFC website.

This record <u>MUST</u> be completed at every game and be signed and filled out by any referee/s before each game. Any remaining funds from your advance <u>MUST BE RETURNED to GUFC</u> on conclusion of the season (before Presentation) and the completed record will assist in the acquittal of monies used for refereeing.

PLEASE NOTE: <u>No other system will be used</u> and the advances should be used for the regular season's referees match payments only.

Should coaches/team managers need to pay assistant referees and have insufficient funds in their advance, they need to contact the *Referee Coordinator* to make arrangements to advance further funds. To do this, coaches will need to give two weeks notice and have their completed *Referee Match Fee Payment Record* outlining the distribution of their advance available.

SECTION 10 - PLAYING AGE GROUPS AND RULES:

All games from U5 to U11 are played according to the FFA Small Sided Games Rules which can be found on the GUFC and Capital Football websites. For U8-U18 teams, on average half the games are played at home and half away.

MiniRoos U5-U7 Program

This program is a non-competitive introduction to football for children. Each Saturday at Harrison, teams participate in a structured internal program which includes training weeks.

MiniRoos U8-U9 Games:

These are conducted as friendly games with no competition points or tables and are for the kids to have fun whilst developing their skills. The teams are generally based on friendship groups and the current criteria used to place children in teams may include: previous year's team, requests where possible or the player's school.

U8's and U9's play in a local competition with other North-side clubs which include Belwest, Belsouth, Belnorth, Radford and Yass.

MiniRoos U10-U11 Games:

U10's are the first age group at which teams are formed based on a player's skill level and this determination of player skill will continue right up to U18's. As such it is important to start grading players and placing them in teams and divisions that best suit their ability. Whilst grading begins in U10's and occurs in U11's, these are non-competitive age groups (i.e. no points, no player ID cards, no competition tables, and no premierships).

U10's and U11's play in a round robin series with other clubs across the ACT region. The games are played in accordance with the FFA Small Sided Games (FFA SSG) Rules and the FIFA Laws of the Game (LOTG). These modifications can be found in the referees LOTG book and CF Junior League Rules.

Junior League Competitions (U12-U18)

U12 to U18 teams play in a competitive league that is organised by Capital Football on an ACT Region wide basis (in some divisions this may also involve travel to Yass, Goulburn or Cooma). Players are graded to place them in teams in a division that best suits their skill level. The games are played in accordance with FIFA LOTG with some minor modifications in accordance with the CF JL Rules.