



**ST CHRISTOPHER'S NETBALL CLUB INC.**

**Team Manager Notes 2023**

# Committee Members

- Committee members

**President** Stephanie Simpson

**Vice President** Lindy Mant

**Registrar** Marnee Nolan & Sandy Barbir

**Secretary** Lucy Flint

**Treasurer** Siobhan Collins

**Records** Anne-Maree Hall

**Social Coordinator** TBC

**Umpiring Convener** Matilda Sayers & Brianna Stokes

**Uniform** Rebecca Clayton

**Property** Keera Ankertell-Walker

**Social Media** Charli Hall

**Head of Coaching and Player Development (CAPD) Committee** Sharon Power

**CAPD Secretary** Lucy Flint

**Contact email:** [admin@stchristophersnetballwa.com](mailto:admin@stchristophersnetballwa.com)

# Coaching & Player Development Committee

Your CAPD Reps;

<b><i>CAPD Coordinator</i></b>	<b>Sharon Power</b>
<b><i>CAPD Secretary</i></b>	<b><i>Lucy Flint</i></b>
<b><i>Seniors CAPD Rep</i></b>	<b><i>Steph Simpson &amp; Sandy Barbir</i></b>
<b><i>U17s CAPD Rep</i></b>	<b>Sarah Wohlsein</b>
<b><i>Junior A CAPD Rep</i></b>	<b>Janine Jenkins</b>
<b><i>Junior B CAPD Rep</i></b>	<b>Zel Fracaro</b>
<b><i>Junior C CAPD Rep</i></b>	<b>Cathy Broad</b>
<b><i>Junior D CAPD Rep</i></b>	<b>Peta Evans</b>
<b><i>Junior E CAPD Rep</i></b>	<b>Sonya Hawkins</b>
<b><i>Go F CAPD Rep</i></b>	<b>Peta Evans</b>
<b><i>Set &amp; Go G Rep</i></b>	<b>Chantelle Dawkins</b>
<b>Contact Email:</b>	<b><a href="mailto:cdc@stchristophersnetballwa.com">cdc@stchristophersnetballwa.com</a></b>

## New Club Values...

Our values are the drivers of our **ACTIONS & BEHAVIOURS** at Saints, and are adopted in everything we do, as a Life or Committee member, a Coach, a Player, an Umpire, a Team Manager and a Parent.

We look to our Coaches and also through our Team Manager, to assist the Club in driving a positive focus on them, and leading by example.

<b>Club Talk</b>	<b>#GoSaints</b>	<ul style="list-style-type: none"><li>• <b>Positive encouragement of others &amp; believing in each other</b></li><li>• <b>Constructive conversations</b></li><li>• <b>Welcoming and accepting</b></li><li>• <b>To be heard: open, honest &amp; respectful communication</b></li></ul>
<b>Club Image</b>	<b>#SaintsFamily</b>	<ul style="list-style-type: none"><li>• <b>Respected and professional</b></li><li>• <b>United on and off the court</b></li><li>• <b>Proud of our history and traditions</b></li><li>• <b>Inclusive — Fun &amp; friendships</b></li><li>• <b>Opportunities for all</b></li></ul>
<b>Club Behaviours</b>	<b>#SaintsSpirit</b>	<ul style="list-style-type: none"><li>• <b>Respect —, coaches, each other, opponents, umpires</b></li><li>• <b>Commitment — disciplined, work ethic</b></li><li>• <b>Take responsibility for your actions 'own it'</b></li><li>• <b>Lead by example</b></li></ul>

# Intro to Role of Team Managers

## PRE SEASON START:

- Collection of Team Equipment or arrange for a representative to do this on your behalf – refer to next slide
- The Club will provide you with a copy of Team Players List with contact details.
- Once you have the Team List and the fixtures are up on PlayHQ, do up a roster for scoring/timing duties with other parents in the team. Do not put yourself on the roster, as Team Manager you have other duties to perform to assist the coach. If you are not able to be at a game, please ask one of the other parent's in your team to stand in as Manager for that game.
- Should no parent have volunteered for the Team Manager role – the role will be shared amongst **all parents**. If this is the case, the coach will do up a roster and it is the parents responsibility to support the coach & team and perform the game day tasks. Team bags (with clean bibs) and training balls bags must arrive for games & training, as shown within this document. If a parent is unavailable for a rostered date, they must swap with another parent and advise the coach, so the roster document can be updated accordingly.

## TEAM EMAILS/CORRESPONDENCE

- As part of confidentiality requirements - Managers require the permission of players' parents to distribute personal email address's and contact numbers. Until permission is received from all parents, please blind cc (bcc) all team correspondence.
- A lot of teams like to set up a team WhatsApp Group or similar for easy communication – talk with players & coach at training to see the best platform to use and as to who will set this up.

# Intro to Role of Team Managers

## PRE GAME DAY:

- Ensure game day bibs are clean and ready
- Ensure timers have a battery
- Ensure a pen for scorer to score
- Balls at game, pumped up, at least 20-30min before game. If absent make sure somebody else has game bag and balls
- It is a good idea to send out a reminder text to the family on scoring/timing duty on the Friday before the Saturday, to ensure no issues on a Saturday – request a received reply.

## GAME DAY:

- Collect the NEW score card from the FNA office – if Saints is rostered to score (names will be printed on the sheets provided. (Please collect **at least 20 mins.** prior to start of game)
- Scorecards must accurately list players on the court or on the bench ONLY. Please delete additional names or add extra names for fill in players before the game starts (you can make changes up until the end of the second quarter EXCEPT in SA1, SA2 and SA3)
- Liaise with coach/scorer at start and intervals on match day, for names of players taking the court each quarter & update scorer/scorecard to **insert positions** accordingly
- Players not registered with the club must purchase a game day voucher from the office and put it with the scorecard
- Players not registered with the club but who are intending to register and pay full fees can be listed on the back of the score card and do not require a game day voucher
- When listing fill in players details on scorecard, list the grade they are registered in.

# Intro to Role of Team Managers

## **GAME DAY continued:**

- **Please do not approach umpires at any time.**
- You may be advised by your coach, that he or she needs your assistance to contact our **Umpire Coordinators, Brianna (0414 031 911) & Matilda (0448 333 178)** as there may be an umpiring or opposition coach/parent issues that our team may be experiencing. Please try and contact Tanya as first option and if unable to contact her, then request assistance from an FNA representative at the FNA Office. This should only be done on the advice of the coach, not by parents in the team and if/when it occurs, not left to the end of the game.
- Please ensure ALL injuries are referred to the FNA First Aid room (this is a requirement for insurance purposes should athletes require further treatment)
- Please ensure that scorecard is submitted to the office at the end of the game (winning team normally does this – share with players)
- Check fixtures to see which team scores and which team times for duty for game day. Team that is mentioned first scores, team mentioned second times.

# Intro to Role of Team Managers in regards to Property

- **Ball Bags**
  - Training Balls (Please pump up prior to first & each training)
  - Training Bibs – 1 set of 7 (Wash regularly or weekly if under COVID requirements)
  - Small first aid kit
  - Pump / Markers or Dots
- **Game Bags**
  - Game ball (Ensure pumped up prior to each Saturday game)
  - Game bibs – 1 set of 7 (**Wash after each Saturday game**)
  - Clipboard
  - Timer & battery
- We ask Managers to please be careful with all training equipment & encourage players to take responsibility also for the team's equipment. Ensure all 7 bibs are returned after each game day.
- At the end of the season we ask that you return your bag in clean and presentable condition.
- All Bibs – **game and training bibs MUST BE WASHED and returned dry** in plastic seal lock bag.
- We will provide details on how to return the bag – items will be ticked off on return. Please follow instructions correctly, as it makes the end of year process so much easier.
- We have storage units at FNA where spare property will be stored. We also have some training supplies that coaches/managers will be able to access in there – ladders etc.
- Should you have any issues with equipment or require any property items – please contact the Property Coordinators **via email [property@stchristophersnetballwa.com](mailto:property@stchristophersnetballwa.com)**