



**BRIGHTON SOCCER CLUB**

# **BRIGHTON SOCCER CLUB MINIROOS Girls Only U7-11 Handbook**

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## **Introduction**

Welcome to the Brighton Soccer Club Handbook for MiniRoos Girls U7-11.

This Handbook aims to provide Coaches, Managers and parents with information that they are likely to need during the season. We hope that all parents will read this and find it helpful.

If you have any questions that are not covered by this Handbook please ask your Team Manager or Coach. If Team Managers or Coaches have any questions they should raise these with their Year Level Co-Ordinator ("YLC").

We hope that you, and your children, enjoy your time with Brighton Soccer Club.

## **Managers and Coaches**

Each team will have a Manager and a Coach. Sometimes this may be the same person.

Team Managers and Coaches must both obtain a Working with Children check and provide it to the Club Administrator on [admin@brightonsc.org.au](mailto:admin@brightonsc.org.au). They must also register on the "MyFootballClub" website as a Manager or Coach (similar to the process for registering as a player).

## **Team Stuff**

BSC strongly encourages Managers to use the "Teamstuff" app by Team Managers to organise their teams. Further information can be found on the "Team Info" tab of the BSC website.

## **Team Gradings**

No gradings are held for MiniRoos Girls U7-11.

## **Team Equipment/Kit**

At the start of the season all teams will be given a bag of balls and a Manager's Bag. The Manager's Bag contains: first aid kit; whistle; ball pump; goalkeeper shirt and gloves; training bibs and training cones. These must be returned to the Club at the end of the season.

All MiniRoos players will be given a team shirt which must be worn for all matches. Unless these shirts have the players names on they must be returned at the end of the season.

Team shorts and socks must be worn for all matches and must be purchased by each player. They are available from Sportsmart, Cochrane's Road, Moorabbin. The staff there can tell you which is the BSC kit.

Players can wear their own kit/strip for training sessions.

All players must wear shinpads for matches and training. No jewellery must be worn and hair must be tied up for training and games. Coaches should not allow players without shinpads, wearing jewellery or having their hair open to play.

Players may wear mouthguards if they wish although these are not compulsory.

MiniRoos players may wear glasses if necessary although parents and players should be aware that this increases the risk of injury to both themselves (for example if the player is hit in the face with a ball) and opponents. We recommend that, instead of "normal" glasses, children wear "sports glasses".

When there is a clash of kits for a match the away side should wear training bibs.

### **Fixtures/ Pitches**

Fixtures for each teams are available on the Fox Sports Pulse/FFV website (your YLC can provide URL details).

***Team Managers should check the fixtures every week and are responsible for letting the team know the time and location of matches at some point during the preceding week. Team Managers are advised to check the website again on Sunday evenings to confirm the arrangements as late changes do occasionally occur.***

All home matches are played at Dendy Park

A pitch map is available on the website in the "Match Day" tab of the BSC website. Managers and coaches should familiarise themselves with this.

- U7/8s usually play their home matches at 9am although some teams may have to play at 10am as the Club does not have room for all teams to play at once.
- U9s usually play their home matches at 10am although some teams may have to play at 11am as the Club does not have room for all teams to play at once
- U10s usually play their home matches at 10.10am although some teams may have to play at 11.20am as the Club does not have room for all teams to play at once.
- U11s usually play their home matches at 9am although some teams may have to play at 10.10am as the Club does not have room for all teams to play at once.

***Pitch allocations for home games for each Sunday will be published on the "Match Days" tab of the website during the course of the preceding week ("Pitch Allocation Plan"). It is the Team Manager's job to let the team know which pitch the team is playing on. Team Managers are advised to check the BSC Pitch Allocation Plan again on Saturday evenings for any late changes.***

The Pitch Allocation Plan is also displayed on the outside of the main pavilion on matchdays.

If opposition teams are not at the relevant pitch 10 minutes before kick off the Team Manager or another parent should look out for them. Dendy Park can be very confusing for teams who have not played there before when they arrive and find approximately 15 matches going on at any one time.

Times and locations of away matches are at the discretion of the opposition and will be shown on Fox Sports Pulse/FFV website. The Team Manager is responsible for informing all players of the time and location of away matches.

Parents are responsible for letting the Team Manager know if their child will be unavailable for matches or training sessions and for providing as much notice as possible. Parents should remember that the team relies on your child and failing to turn up without having notified the Team Manager is not acceptable.

### **Late Postponements**

Please see Appendix 5 for the Club's Weather Policy. BSC players should assume that training/matches will go ahead unless told otherwise by the YLC, Team Manager or Coach. Players/parents should not contact the YLC about this as they cannot field dozens of calls from individual players.

It is highly unlikely that your team will have to cancel a game. However, if your team does have to cancel a game at late notice due to lack of players or adverse weather it is the Team Manager's responsibility to contact the other team. If you do not have the other team manager's contact details you should check the other Club's website which is likely to have

contact details for various club officials who should be able to contact the opposition team manager.

### **Matchday Equipment**

The Pitch Allocation Plan will show which BSC team is responsible for setting up and taking down the equipment for each pitch. This means putting up and taking down the goals and corner flags.

Goals and corner flags for pitches A, B, C & D are kept in the store shed on the side of the Main Pavilion (which is the pavilion with the big BSC sign on the front).

Goals and corner flags for pitches W, X, Y, Z and E are kept in the other pavilion nearer the cricket nets (to the right as you look from the car park).

***Please note that, for Pitches W and X, touchlines and penalty areas will have to be marked with cones.*** The touchline cones should be placed about 2.5 metres in from the half way line and goal line of the adult pitch markings. "Flat" cones should be used for the penalty boxes.

All equipment is stored in specific place. **Please** ensure that all equipment is always returned to this specific place by the team responsible for taking down the equipment. We can't emphasise how much trouble this causes if this is not done.

Corner flags should not be dismantled but should be kept in one piece.

Pitches should be set up well before the kick off time. It is not acceptable for kick off to be delayed because the pitch has not been set up in advance. The Team Manager must ensure that parents on set-up duty are aware of the need to arrive early to do this.

A parent from the home team should also inspect the pitch before the game for dog mess, holes or other hazards. Any holes large enough to cause injury should be filled in. Extra turf/soil is available next to the Equipment Shed at the side of the Main Pavilion and a wheelbarrow and shovel are in the Equipment Shed and can be used for this.

It is the Team Manager's responsibility to:

- draft a roster for parents in the team to perform set up/take down/pitch inspection duties;
- ensure that these parents know how to set up/take down equipment, where to find it and where it should be put back; and
- ensure that parents on "set-up" know that they need to arrive early to do this.

## **Coaches**

All of our team coaches are unpaid volunteers. Many will have a lifelong interest in soccer, some will be relatively new to the game and some be volunteering because no one else has done so. BSC is committed to supporting all coaches so that they can enjoy their involvement with the Club and develop their coaching skills.

***We encourage all coaches to do the relevant coaching courses being the "Grassroots" course (approx 3 hours and free) and the "Skills Acquisition Certificate" (approx 12 hours and approx \$100 which the Club will refund). Details of Course Availability can be found on the My Football Club website under the "Coaching" Tab. BSC itself runs these courses from time to time at a local venue.***

Coaches are encouraged to follow the National Curriculum in training their teams. As well as the direction and materials provided at the coaching courses referred to above. BSC will engage qualified professional coaches to assist, mentor and coach each of the Team Coaches. Coaches will be provided with further information about this by their YLCs.

## **Teams on Matchdays**

BSC is dedicated to the development and enjoyment of all players, however talented. Injury permitting, all players available for a match should receive approximately the same amount of time on the pitch. Unless a particular player is keen to play in goal, goalkeepers should be changed at half time with each player playing approximately the same amount of time as goalkeeper throughout the season. Parents and players should, however, allow coaches some leeway in juggling players, goalkeepers and substitutions during a match as it is not easy, particularly if carefully laid plans are disrupted by unexpected absences and injuries.

In accordance with the FFA National Curriculum:

- U7/8 and U9 teams should play a 1-3-3 formation (one goalkeeper, three defenders and three forwards); and
- U10 and U11 teams should play a 1-3-2-3 formation (one goalkeeper, three defenders, two midfielders and three forwards).

## **Referees and Rules of the Game**

Home teams are responsible for providing a referee. This is usually a volunteer parent but is sometimes an older sibling provided that they know the rules and have the necessary confidence.

There are no linesmen/assistant referees for MiniRoos Girls U7-11.

Playing Rules will be circulated to Coaches and Managers and can also be found on the MiniRoos website <http://www.miniroos.com.au/club/club-resources/>.

Managers should ensure that a referee is available for all home games - using a roster if necessary. Some teams also roster a separate timekeeper if the referee would rather not do this.

## **Half-Time Refreshment for Players**

The Team Manager should draw up a roster for parents to bring refreshments to each game (usually oranges).

## **Training Pitches and Equipment**

MiniRoos teams train at Dendy Park once a week. Training is not optional for either teams or individual players.

BSC has over 120 teams, most of which train on Dendy Park between 4pm - 10pm on Tuesdays-Fridays, with Girls Only training held on Fridays. For this reason teams are each allocated particular training areas and times.

The Team Manager or Coach will agree the team training time with the Year Level Co-Ordinator and the team will be allocated a specific training area and time.

***Please ensure that your team trains only in the allocated area in the allocated timeslot. Teams should not overrun their time if another team is waiting to start their session on the same training area.***

Players should be **on time** for training in order to allow coaches to start the session promptly.

Goals and corner flags must not be used for training. The only Club equipment that can be used for training are the "poles" that are kept in a green bin in the Main Pavilion (and the kit in the Manager's Bag). Coaches should ensure that if young players are handling these poles they do so only under supervision as the spikes on the end can cause serious injury.

Guest players should not participate in training sessions (or matches) as they are not covered by BSC insurance.

## **Access to the Main Pavilion**

The Main Pavilion will usually be open on match and training days. If it is not and you need to access it you can use the keys in the key safe on the wall next to the door. These keys also open the Equipment Shed. Team Managers and Coaches can obtain the code from their YLC. ***Please ensure that, having unlocked or locked the door, the keys are immediately returned to the key safe.*** If you keep them in your pocket then all kinds of chaos will ensue as we search for the keys amongst hundreds of people on Dendy Park - and you will not be popular.

## **Responsible adults**

All MiniRoos players must have a responsible adult in attendance at all times during training and matches. An adult may be responsible for more than one child as long as the adult has expressly agreed to this and the child is aware of which adult is responsible for them. Volunteer Coaches cannot be expected to be responsible for other children, they are there to coach the team, not to child-mind or deal with injuries, illness or behavioural issues.

Please see the policy regarding Parental Responsibility for training sessions set out in **Appendix 2**.

The car park is extremely busy on training and match days. Drivers should take extreme care in view of the likelihood of children walking through the car park. Parents should supervise their children in the car park.

## **Medical Issues and Injuries**

Parents should inform the Team Manager and Coach if their child has any medical issues. However, Coaches and Team Managers are not qualified medical professionals and cannot be expected to competently assess, diagnose or treat illness or injury (particularly the effect on a child of an illness or longstanding health issue as opposed to an obvious physical injury).

It is up to the responsible adult to be responsible for this - for example telling the coach if a child with a medical issue needs to be substituted because they are tired.

Each team will receive a basic medical kit. Any medical attention should be given only by the responsible adult for the relevant player or by another adult/volunteer if the responsible adult has consented. Some basic first aid guidelines are set out in Appendix 4 but please note that these are intended as helpful guidelines and they are not a substitute for advice from a qualified medical professional - BSC takes no responsibility for the use of (or failure to use) these guidelines. Ultimately the responsible parent is responsible for determining the appropriate action and agreeing to (or refusing) any action suggested by any other parent or volunteer.

If the team needs ice to treat an injury it can be found in the freezer in the changing rooms in the Main Pavilion.

If necessary, gates can be opened allowing ambulance access to the pitches from the car park. The key to these gates is on the key ring contained in the key safe on the front of the Main Pavilion and is Key 16.2C with a pink triangle on it. If your team does call an ambulance the Team Manager should send parents to direct the ambulance into Breen Drive and then through the car park to the relevant gate onto the pitch. Do not expect ambulances to find their own way from Breen Drive to the correct pitch without direction.

A defibrillator to be used in the event of a cardiac arrest is installed inside the Main Pavilion to the left of the right hand door. If the cabinet is opened a loud siren will sound together with flashing lights. If anyone who is trained in the use of the defibrillator hears the siren please offer to assist if necessary.

### **Conduct and Behaviour**

We understand that sport is, by its nature, competitive. However, please remember that the players are only children and they are not playing in, and parents are not watching, a World Cup Final.

***Players, Coaches, Managers, parents and other spectators are expected to comply with BSC's Codes of Behaviour, which are set out in Appendix 1 at the end of this Handbook.***

***We strongly suggest that all parents watch the following video [www.youtube.com/watch?v=ezZ2ZRfSsLY](http://www.youtube.com/watch?v=ezZ2ZRfSsLY) (or search for "Ray Winstone Respect" on YouTube.***

### **Bad weather**

Where inclement weather presents a danger to players then matches/training should be suspended or stopped. Appendix 5 set out the Club's policy in these situations.

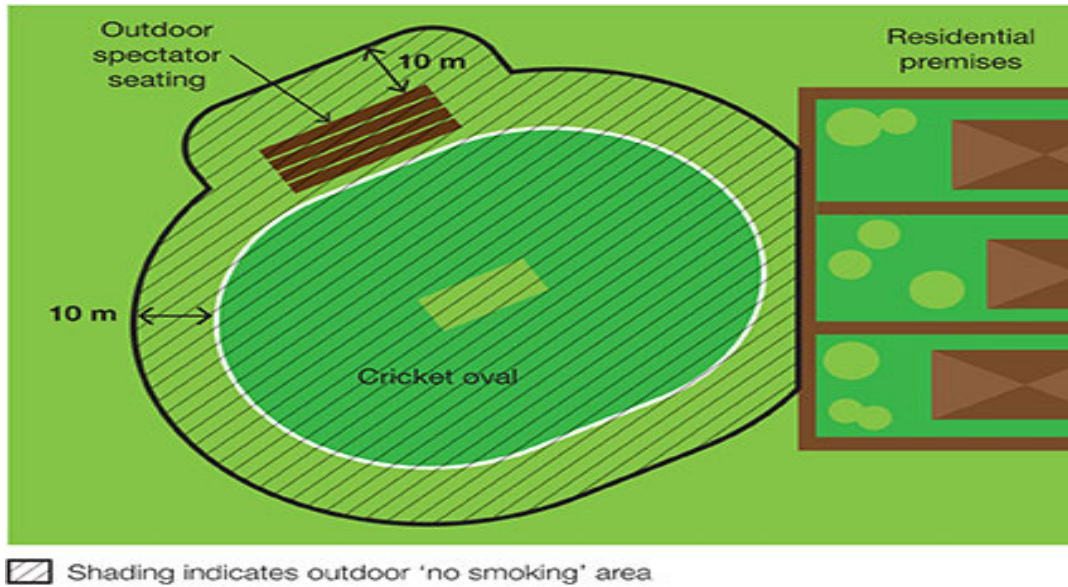
### **Dogs**

Council bye-laws provide that dogs should not be off-leash within 20 metres of supervised sporting events (including MiniRoos training sessions and matches). If you do have a dog please abide by these laws. We have had unfortunate incidents of children being bitten or scared by dogs running free and you are likely to be fairly unpopular with 40 parents and children if their match is delayed whilst you chase your dog around the pitch.



## Smoking

Please note that the law bans smoking within 10 metres of a sporting venue that is an outdoor public place during an organised underage sporting event. This includes training or practice sessions, and breaks or intervals during the course of the event, training or practice session. The ban applies to outdoor dining and drinking areas within 10 metres of an outdoor public sporting venue during an organised underage sporting event or training session. The diagram below shows an example of where the smoking ban applies at sporting venues during an organised underage sporting event.



## Questions and Complaints

Players or parents with questions or complaints should follow the Communication Pathway set out in **Appendix 3**.

## **Appendix 1 - Codes of Behaviour**

It is vital that all players, parents, spectators, coaches administrators and match officials act in a manner that enhances, rather than injures, the reputation and goodwill of the club, the FFV, Football Federation Australia (FFA) and soccer generally. Therefore the club has implemented the following codes of behaviour.

Failure to adhere to these codes may result in expulsion from the Club and its grounds.

### **PLAYERS CODE OF BEHAVIOUR**

1. Play by the Rules.
2. Never argue with an official. If you disagree, have your captain, coach or manager approach the official during a break or after the competition
3. Control your temper. Verbal abuse of officials and sledging other players, deliberately distracting or provoking an opponent are not acceptable or permitted behaviours in any sport.
4. Work equally hard for yourself and/or your team. Your team's performance will benefit and so will you.
5. Be a good sport. Applaud all good plays whether they are made by your team or the opposition.
6. Treat all participants in your sport as you like to be treated. Do not bully or take unfair advantage of another competitor.
7. Cooperate with your coach, teammates and opponents. Without them, there would be no competition.
8. Participate for your own enjoyment and benefit, not just to please parents and coaches.
9. Respect the right, dignity and worth of all participants regardless of their gender, ability, cultural background or religion.

### **PARENTS CODE OF BEHAVIOUR**

1. Remember that children participate in sport for their enjoyment, not yours.
2. Encourage children to participate, do not force them.
3. Focus on the child's efforts and performance rather than winning or losing.
4. Encourage children always to play according to the rules and to settle disagreements without resorting to hostility or violence.
5. Never ridicule or yell at a child for making a mistake or losing a competition.
6. Remember that children learn best by example. Appreciate good performances and skillful plays by all participants.
7. Support all efforts to remove verbal and physical abuse from sporting activities.
8. Respect officials' decisions and teach children to do likewise.
9. Show appreciation for volunteer coaches, officials and administrators. Without them, your child could not participate.

10. Respect the rights, dignity and worth of every young person regardless of their gender, ability, cultural background or religion.

### SPECTATOR CODE OF BEHAVIOUR

1. Remember that young people participate in sport for their enjoyment and benefit, not yours.
2. Applaud good performance and efforts from all individuals and teams. Congratulate all participants on their performance regardless of the game's outcome.
3. Respect the decision of the Match Officials and teach young people to do the same.
4. Never ridicule or scold a player for making a mistake. Positive comments are motivational.
5. Condemn the use of violence in any form, whether it is by spectators, coaches, officials or players.
6. Show respect to your team's opponents. Without them, there would be no game.
7. Encourage players to follow the rules and the officials' decisions.
8. Do not use foul or abusive language, sledge or harass players, coaches or officials.
9. Respect the rights, dignity and worth of every person regardless of their race, colour, religion, language, politics, national or ethnic origin;
10. Conduct yourselves in a manner that enhances, rather than injures, the reputation and goodwill of the club, the FFV, Football Federation Australia (FFA) and football generally.

### COACHES' CODE OF BEHAVIOUR

1. Remember that players participate for the fun of it and that winning is not everything;
2. Never ridicule or yell at a player for making a mistake or being in a losing team;
3. Be reasonable in your demands on younger players time, energy and enthusiasm;
4. Teach your players to abide by the Rules and Laws of the Game;
5. Whenever possible, alternate the group of players to ensure everyone has a reasonable chance of success;
6. Avoid overplaying the talented players as all players deserve equal time on the playing field;
7. Ensure that equipment and facilities meet a reasonable safety standard and are appropriate to the age and ability of the players;
8. Modify your approach to suit the skill levels and needs of players;
9. Develop and enhance respect between players, opposition coaches and the decisions of the match official;
10. Follow the advice of a physician when determining the extent of a player's injury and beyond that, when players are returning from injury to training and match play;
11. Keep up to date with the latest coaching practices (refer to Coach Accreditation Criteria);

12. Take time out to teach players (& others) the Laws of the Game, hence raising their awareness;
13. Remind all players to play within the spirit of the game at all times;
14. Ensure players are good sports and ensure each team member shakes the hand of their opponents at the conclusion of every match;
15. Do not smoke or consume alcohol from the team bench (Technical Area) or sideline;
16. Remember the actions of yourself and your team is reflective of the perception others take away with them.

#### MATCH OFFICIALS' CODE OF BEHAVIOUR

1. Modify your approach to suit the skill levels and needs of players;
2. Praise and encourage all participants;
3. Be consistent, objective and courteous when making decisions;
4. Do not tolerate unsporting behaviour and promote respect for all opponents;
5. Emphasise the spirit of the game rather than focus on negative aspects;
6. Encourage and promote rule changes to all players and members;
7. Be a good sport yourself, as actions speak louder than words;
8. Keep up to date with the latest trends in refereeing;
9. Remember that you set the example on the park, therefore, your behaviour and comments should always be positive and supportive.

#### BEHAVIOUR TOWARDS REFEREES AND MATCH OFFICIALS

##### Application

This policy of the Brighton Soccer Club ("BSC") applies to all members, parents, spectators, players and persons associated with the Brighton Soccer Club. Match Officials include, but is not limited to, referees, linesmen, assistant referees and marshals.

##### Accept decisions of all referees as being fair and called to the best of their ability

Referees and match officials have a difficult task to perform and your children could not play the game without them. They are there to enforce the rules of play and they cannot always be right. Accept bad calls graciously. Abuse of referees is unacceptable behaviour. If you disagree with a decision, discuss it with your coach or manager in a constructive manner at the end of the game.

##### Set a good example by your own conduct, behaviour and appearance

Children often learn by example. You are the prime role models for them. Make your parenting rewarding and beyond criticism by leading by example. Do not criticize the referee or match official by word or gesture. Accept loss graciously and applaud the efforts of all playing the game.

##### Pitch Invasion

Do not invade or encroach on the pitch during play without the express permission of the referee. Have the Coach and the Manager get the referee's attention to halt the game to attend to any injured players.

Support all efforts to remove verbal and physical abuse from sporting activities  
Parents have considerable influence on how sports are conducted. Your knowledge of acceptable behaviour can help influence the atmosphere in which your children play the sport. Some parents may need guidance on what is or isn't acceptable behaviour.

#### Disciplinary Action for Abuse of a Referee or Match Official

The Brighton Soccer Club will not tolerate or accept abuse of any referee or match official. If a complaint is lodged by a referee, opposition club, member of the community or a BSC member with either the Brighton Soccer Club or the FFV, the Brighton Soccer Club and the BSC Disciplinary Panel reserves the right to suspend the parent, player or spectator from future games immediately pending an investigation. If following an investigation, the Disciplinary Panel is satisfied that a penalty should be imposed it may impose any of the following penalties:

- Fines imposed on the parent, player or spectator involved
- Suspension of the parent, spectator and/or player from attending any BSC games, competition, training or event for a designated period;
- Expulsion as a member of the Brighton Soccer Club
- Reprimand of the parent, spectator and/or player involved;
- Imposing conditions of Membership, such as undertaking any necessary course or tuition, including Anger Management;
- A combination of the above

## Appendix 2

### Parental Responsibility Guidelines for Training Sessions

As a parent of a child enrolled in BSC, the Football Federation of Australia policies require you to place the safety and welfare of children (up to 18 years of age) above other considerations.

#### Our Expectations

- **If you are dropping off and leaving the training grounds**, you must arrange for a **responsible adult** to keep an eye on your child (asking the coach should be the last resort. They have a team to train and may not be able to attend to a child who needs help).
- If you are not staying at the training grounds, make sure the responsible adult has your **mobile phone** number.
- **Our coaches are not expected to discipline your children.** If you know your child is having an off day, we encourage you to stay to keep an eye on them.
- **Our coaches are not expected to mind your children** before training or after the conclusion of training. Arrive at least 5 minutes before the training finishes to pick up your child.
- **Keep your phone on your person**, if your child is injured we need to notify you to come back to the grounds and/or provide consent for medical treatment. Coaches, managers and parents are unable to give permission to administer medical treatment to your child on your behalf.
- **If you are running late, you must arrange with your child to wait at the clubrooms** with another responsible adult. Dendy Park is a public area and the carpark and Dendy Street can be busy and hectic. The clubrooms are the safest place for your child to wait.
- **If a child is not picked up after training**, a responsible adult must remain with an unattended child and take them to the clubrooms until the parent arrives. A responsible adult is any parent at the training ground; it is not only the coach.
- **If you stay during the training please do not interfere with the coaching.** If a conversation with the coach can wait until a more appropriate time, please refrain from distracting the training.
- **Supervise any other children** you have at the training grounds.
- **Be mindful of the weather conditions** – practices will be called off immediately if lightning is present or the conditions too onerous to train in. It is not always possible to make a decision in time to announce before training. Make sure the training is going ahead before leaving your child at the grounds. If you do leave, arrange with a responsible adult to take your child to a safe place if training is cancelled.
- Unforeseen circumstances can arise; **have the team phone list** in your car, home and bag to be able to call upon another parent to help you out should the need arise.

We thank you for your continued support of our volunteer coaches

### **Appendix 3 - Member Communication Pathway**

The purpose of the Member Communication Pathway Policy is to inform our members of whom to contact with Brighton Soccer Club related matters. At Brighton Soccer Club we encourage open communication and member engagement. We would like to hear about what we can improve on and what is working well. This may include feedback relating to players, coaches, teams, parents, referees, opposition teams, spectators, dogs, ground conditions and operations.

If any member has any feedback or concerns the communication pathway options are outlined below. We do expect all feedback and communication to be free of discrimination as per the FFA policies, constructive and respectful of all parties.

#### **1. Your Team**

Each team should have a Coach and a Team Manager. Some teams also have an Assistant Coach. We encourage all players and members within a team to first speak with your coach or team manager about any concerns you may have. Address your concerns early rather than letting it escalate. Coaches and Managers can seek assistance from their Year Level Coordinator for guidance.

#### **2. Your Year Level Coordinator (YLC)**

Each year level or group usually has an allocated Year Level Coordinator. If you do not feel you have reached a resolution with the concern raised with your coach or team manager or do not feel comfortable discussing the matter, please contact your YLC. Your current YLC can be found on our website <http://www.brightonsc.org.au/> under the Team Contacts tab. YLC's receive support from their Stakeholder Committee Representative.

#### **3. Your Stakeholder Committee Representative**

We have a volunteer BSC Committee Representatives for each of the age groups below. The Committee Representative is there to assist the YLC's and members. If you would like to speak with your Committee Representative or are not satisfied with the way your concern has been addressed, the current representatives can be contacted below. These Committee Representatives form part of the BSC Committee. The BSC Committee Rep for MiniRoos 8 - 11 is Doug Smith ([minirooms8to11@brightonsc.org.au](mailto:minirooms8to11@brightonsc.org.au)).

## **Appendix 4 - Basic First Aid Guidelines**

We all hope that our children enjoy injury free soccer, but unfortunately injuries and accidents occur. Some basic first aid guidelines are set out below but please note that these are intended as helpful guidelines and they are not a substitute for advice from a qualified medical professional - BSC takes no responsibility for the use of (or failure to use) these guidelines.

*Ultimately the parent in attendance who is responsible for the child is responsible for determining the appropriate action and agreeing to (or refusing) any action suggested by any other parent or volunteer.*

**Asthma attack** – Any child suffering from Asthma should carry their own inhaler, nothing else will help. In the event of a child not having their inhaler with them, try to get them to relax until treatment arrives. A child suffering their first ever asthma attack is more likely to be suffering an allergic reaction; remove the child from possible allergens (i.e dogs, grass) by taking them to the clubhouse.

**Cardiac arrest** – give chest compressions, fast (100 per minute) and DO NOT STOP, call an ambulance immediately. A defibrillator to be used in the event of a cardiac arrest is installed in the Main Pavilion to the left of the right hand door. If the cabinet is opened a loud siren will sound together with flashing lights. If anyone who is trained in the use of the defibrillator hears the siren please offer to assist if necessary

**Dislocations** – leave them alone and get the child taken to hospital by car if appropriate or ambulance if very serious.

**Dog bites** – clean them and cover with a dressing.

**Eye injury** – cover both eyes and seek medical advice.

**Fracture** – suspected minor fracture, leave the child in a comfortable position and arrange for them to be taken to hospital, there is no need to use a sling.

**Fracture** – major fracture, keep the child still and immobilise above and below the break, call an ambulance and cancel the game.

**Head bleed** – often look worse that they are, apply a dressing to keep it clean.

**Head injury** – only apply ice to an obvious 'egg' on the head. Players suffering concussion should be substituted immediately and not return to play during the match. In the event of concussion or loss of consciousness (even for a few seconds), parents/responsible adults should take the child to the nearest A&E department for professional assessment as the extent of the injury may not be immediately apparent.

**Lost teeth** – keep the teeth in a clean bag and seek medical advice – do not put the teeth in milk.

**Sprains** – apply ice and a bandage.

**Stitch** – rest, do not drink.

**Winded** – rest and wait for natural recovery.



## **Appendix 5 - Extreme Weather Policy**

**Application:** The Extreme Weather Policy applies to all competitions, events, trials, games, clinics and training of the Brighton Soccer Club, Inc

**Extreme weather** may be defined as weather that threatens the immediate or long-term safety of individuals, as a result of rain, hail, lightning, wind chill or heat. The risks determined in conjunction with Sport Management Australia's Guidelines, as well as the Bureau of Meteorology's forecast conditions.

**Bureau of Meteorology:** The Brighton Soccer Club should use the Bureau of Meteorology website to ascertain accurate temperature readings. [www.bom.gov.au](http://www.bom.gov.au) or the Victorian BOM Office General Enquiries number (03) 96694000.

### **Lightning, Hail, Wind Chill & Rain**

BSC Coaches, Referees, Managers, Match Officials and Committee may cancel, delay, postpone or abandon a game, competition, event and training due to weather and pitch conditions that may endanger participants. In particular, but not limited to;

**Lightning:** all play must be suspended or abandoned where lightning is present;

**Hail:** all play should be suspended during hail storms so that players and officials can seek suitable shelter;

**Wind Chill:** Minus 2 degrees Celsius is the point where play should be suspended for wind chill factor.

**Rain:** In the event of rain, play will usually go ahead. However, coaches may cancel or suspend training sessions at their discretion and matches can be abandoned or suspended if agreed by both sides.

**Unfit Playing Surface:** BSC Officials (Committee Members and Operations staff) may determine that matches, training, trials etc must be postponed, cancelled or abandoned in the event that the playing surface is deemed unsuitable or unfit.

When there is a suspension in play, referees should note where the ball was for future restart (drop ball). Attention should be given if there is ice on the playing surface (size & thickness of layer). In some cases it may be unsafe to resume play immediately due to an ice covered surface. Deferral of the restart for 15 minutes to allow melting (or manual clearing in parts) should be considered in extreme circumstances. Line markings may also need to be checked.

## Heat

With higher temperatures now occurring more frequently consideration must be given to the effects of heat and humidity on children and members of the Brighton Soccer Club.

The BSC has considered several factors in the development of this policy including the ongoing popularity of summer football and training and an increase in the temperatures.

<b>ADULTS:</b> Cancel, delay, postpone or abandon events involving adults at a temperature of <b>37°</b>
<b>CHILDREN:</b> Cancel, delay, postpone or abandon events involving children at a temperature of <b>32°</b> . <i>For the purposes of this policy a child is a person aged up to and including 16 years of age.</i>
<i>These are the maximum cancellation temperatures. Cancellation of games, training or events at lower temperatures may be necessary depending on local conditions and player wellbeing and acclimatization.</i>

## Communication

In the event of extreme weather to which this Policy may apply, players, coaches and managers are asked to refrain from contacting Club officials (such as Year Level Coordinators) to enquire whether events are going ahead. As a rule of thumb, if you do not hear to the contrary, events, training or games will go ahead as scheduled. If events, training or games are to be cancelled or postponed players, coaches and managers will be informed as soon as practicable.