

HELPING OUT AT THE CLUB

Avalon Soccer Club is extremely proud of its reputation as a well-run organisation. Teams arriving at Careel Bay will always find well set up and line marked fields ready to go for the first 8:30am kick off. As you travel through the district playing away matches you will find this is not always the case.

The Club can only run if teams and volunteers help throughout the season. Your **team duties** are such an important part of making our club run successfully and your contribution is very much appreciated by the Club. All teams, from U6 up to our senior teams are asked to help out. Helping out the club is a great way to give back and to meet new people within the Avalon football community.

Canteen & BBQ

If you are new to the club or new to managing, the canteen profits are the only source of income for Avalon Soccer Club, and pays for many extras that our children enjoy throughout the season. Therefore it is really important that we support the canteen by supplying some much needed help on Saturdays and Sundays when required.

Canteen duty at AVSC is compulsory and this parent help is heavily relied upon.

Most teams have between one and three duties over a season depending on the number of home games they have. So if divided up amongst all team parents, they might be asked once a season to spend an hour and a half helping out.

Every effort is made to have your canteen duty either immediately before or after your game. Unfortunately, very occasionally, this doesn't work out. So apologies for when this occurs.

Try to delegate duties to other team parents as you already do enough as the Manager. (Although it is enjoyable!)

When asking for volunteers from your teams, please remind parents that Avalon Soccer Club is run totally by many, many parent volunteers (including yourself and your coach). These parents put in hundreds of hours behind the scenes during each soccer season so that our children can play soccer.

Please supply 4 helpers for each shift on Saturdays, 2 for shop and 2 for BBQ. On Sunday please supply only 2 helpers for shop, as no BBQ is operating due to fewer numbers.

Children under the age of 16 are not permitted anywhere in the canteen and BBQ areas. Besides the safety factor, insurance does not cover these people and Avalon Soccer Club will not be held responsible for any injuries that might occur.

Field Set Up/Take down

When you are the first team to play on the field you may be required to help set up the field. It is MWFA policy that the first teams on a field **share** the responsibility of set up. Some grounds you get to will be all set up, others will just have a pile of equipment sitting on the field for your team to help set up. Even if someone is setting up a field when you arrive please offer to help.

It is an MWFA policy that both teams playing the last game on a field need to help pack up. Again this will vary from ground to ground. Remember the last game on could be a morning kick off, especially on the smaller fields.

PLAYING GEAR & MERCHANDISE

Merchandise and playing gear is available to purchase from the canteen whenever it is open on playing weekends. Avalon Soccer Club has a range of merchandise including club jackets, hoodies, polo shirts, caps, backpacks, bags, beanies and club balls. Your purchase is a form of fundraising, so thank you for supporting the club.

Gear Distribution & Upkeep

At the beginning of the season, each Manager is issued a kit bag with playing jerseys, goalie jersey, practice cones, training bibs and match balls. When the kit bag is issued a checklist of its contents will be signed out by the Manager, and when it is returned at the end of the season the contents will be checked against the list and deemed not returned until signed back in by the Manager.

Any queries regarding gear during the year should be directed to the Club Gear Steward: **John Kowtan @ gearsteward@avalonsoccerclub.com.au**

It is the responsibility of the Manager to ensure that all gear is kept in good condition. The gear remains the property of the club for the duration of the season. The playing jersey is gifted to every player at the end of the season. Any replacement of lost or damaged jerseys is the player's responsibility and will need to be purchased from the club.

Please follow the washing instructions and be aware that the jerseys are not to be soaked in bleach, washed in hot water, dry cleaned or ironed.

The match ball is a Football NSW licensed ball and is to be kept for match day only and teams will be asked to pay for a replacement if it's lost.

At the end of the season return all the gear (except the playing jerseys) to the Gear Steward at the allotted time. By taking on the role of Manager, you also take responsibility for the club's equipment.

Away Strip

The club has sets of white playing shirts (also known as an away strip) that should be worn when there is a clash of kit colours with your opposition. The only other club that clashes with Avalon's red playing strip are HSU (Harbord Seaside United).

It is the responsibility of the away team to provide an alternative on game day. Managers are to note these games on their draw and request use of the alternate strip. Away strips will be signed out and signed back in the following week. All shirts must be accounted for.

Contact the Club Gear Steward **John Kowtan @ gearsteward@avalonsoccerclub.com.au**

Player Names on Jerseys

If your team would like we can organise for the player's names to be printed on the back of their jersey. The cost is \$10 per name and **all** players & parents in the team/squad have to agree to participate. Printing of player names can be organised as soon as you have received your jerseys. Players may elect to print their surname, first name or a nick name, however the club will not print anything that is deemed to be offensive.

Note: The jerseys remain the property of the club until the season ends.
Player's names may only be printed on AVSC jerseys via this arrangement with the club.

OTHER MATTERS

Team Sponsorship

Teams at Avalon Soccer Club have the ability to have individual team sponsors. This is a great way to raise funds for your Club and your team will get the benefits.

Maybe a parent in your team has a business they would like to promote or maybe approach a local business to sponsor your team? The Sponsor will receive acknowledgement in the sponsors section of our website and have a link to their website plus be invited to the Annual Sponsors Day at Careel Bay.

For more details on team Sponsorship see the Sponsorship section at the end of this manual or contact our Sponsorship Coordinator: sponsorship@avalonsoccerclub.com.au

Finals/Gala Days

U12+ Teams playing U12s and up that finish in the top four of their division will play in a finals series. This could be in a round robin format or semi-final/final format. Please note: the winner of the division (being the team that finishes at the top of the table) is the winner of the competition. The top team in **Division 1** in the following age groups U12, W12, U13, U14, W14, U15, U16, W16, U18, W18, MPL, WPL, O35, O45 and W35 will qualify to represent the Club and the MWFA in the NSW Champion of Champions Competition.

The MWFA sometimes organises end of season Gala Days for the U8s – U11s. Details of these will be communicated to you near the day. Please note if you agree to participate in a Gala Day and then pull out the team will be fined by the MWFA.

State Cup

The State Cup is an external competition run by Football NSW across the State for U12/U13/U14/U15/U16, W12/W14/W16, U18/W18 and MPL/WPL.

Whilst the Club encourages our interested division 1 teams to enter, teams need to remember that participation in State Cup will mean that:

- your regular game is moved (you may have to play multiple games in a single week);
- you may be required to travel across NSW to play (Wagga Wagga and Snowy Mountains are some recent examples). This may involve an overnight stay;
- many State Cup games are played during the School Holidays; and
- there are significant fines (\$500) for forfeiting matches in the State Cup, regardless of whether this is due to injury, illness or general unavailability.

Trophies/Presentations

The club will organise an end of season event for all players to attend to receive participation medals and other awards. Details will be communicated to you nearer the event.

Insurance

If a player is injured during a game and needs to visit a medical professional an insurance claim may be lodged. The onus is on the player to download the claim form from www.mwfa.com.au Once the player and doctor have completed the claim form it is to be given to the Secretary or President to sign off. Any further correspondence is between the claimant and the insurance company.

Note: Any **non-registered** player who participates in **any game or training** null and voids all insurance cover for **all participants**.

RESPONSIBILITY CHECK LIST

- General
 - ENSURE THE TEAM IS PROPERLY INFORMED AS TO THE DRAW, CHANGES TO THE DRAW AND ALL OTHER IMPORTANT INFORMATION COMING FROM THE CLUB
 - **U12+** Look after the team's laminated ID sheet and make sure they are at every game (just in case the EMS is not working)
 - Make sure that you (as well as the coach + at least two other responsible adults) know your team's iCompman user name / password before you get to the field.
 - Carry a basic first-aid kit, including an icepack.
 - Carry a spare whistle
 - If a player must wear glasses, ensure that they comply with the procedure for the approval of safety glasses
 - Ensure team completes its allotted roster duties
 - Establish a team roster for BBQ, canteen
 - Organise Team Sponsorship and/or Player Names on shirts if applicable
 - Collect gear at end of season and return to club in clean condition
- Match Day
 - Organise away strips if required
 - Team to be at field 30 minutes before kick-off
 - Check players are wearing correct strip, shin pads etc.
 - No jewellery, watches, ear, nose, lip rings etc to be worn by players at training or in competition
 - **U12+** Make sure the ID check is carried out in the centre of the field before the match commences and all players present are marked accordingly in the EMS.
 - **U12+** Fill out and submit the Electronic Match Sheet **CORRECTLY**. Teams will be deducted competition points for incorrect match sheets
 - **U9-11** Email your match result to avsc.gameday@gmail.com or text (Team Age Group/Division, Score and Win/Loss/Draw) to 0425 202 953.

PLAYING RULES

Documents containing details of the rules of all formats of football played in the MWFA can be found on our website and the MWFA website. Some of the key variations between age groups are listed below.

Duration of Games

Age Group	Duration
• U6-U7	15 minutes each way
• U8-U9	20 minutes each way
• U10-12	25 minutes each way
• U13-14	30 minutes each way
• U15-16	35 minutes each way
• 18+	45 minutes each way

A break of 5 minutes should be taken between halves of all games. If the game kicks off late, the playing time shall be reduced accordingly by the referee, subject to the two halves being of equal time.

Team size

- U6 & U7 Four (4) players on field – no goalkeepers. Play two games simultaneously
- U8 & U9 Seven (7) players on field including a goalkeeper
- U10/U11 Nine (9) players on field including a goalkeeper.
- U12+: Eleven (11) players on field including a goalkeeper.

Ball Sizes

- U6 - U9 Size 3
- U10 - U13 Size 4
- U14 up Size 5

25 Meter Rule (U10-U14 ONLY)

A **new rule** was introduced in 2017 for U12s & U13s only to encourage playing out from the back. It is called the **25m Rule**. This rule is now being applied to U10-U14 age groups for both Saturday and Sunday games.

The 25 Metre Area is a rectangular area bounded by the touchlines, the goal line and an imaginary line parallel to and 25 metres from the goal line. This line must be indicated by a cone, pole or other marking.

1. Opposition players will be required to retreat outside the Clearance Zone for both Goal Kicks and Free Kicks to the Defending Team in the Penalty Area.
2. Goal Kicks must be taken by the Goalkeeper.
3. An Opposition Player cannot enter the Clearance Zone until a player from the team taking the kick has touched the ball once the whole of the ball has vacated the Penalty Area.
4. The ball cannot be kicked directly beyond the Clearance Zone. If this occurs, the kick is to be retaken.
5. If an Opposition Player enters the Clearance Zone prior to a player from the team taking the kick having first touched the ball then the kick will be retaken.
6. If in the opinion of the Referee, the Clearance Zone rule is being utilised to waste time by either the attacking or defending Team, the Players guilty of the perceived time wasting will be cautioned.

REFEREES

Mini-Roos (U6 to U11)

No referees are supplied so the **HOME** team (first team listed on the draw) must provide a referee / game leader. This is a duty of a parent from the home team.

U12+

Referees are allocated by the MWFRA to U12+ games (please note that team referees are required from AL3 and O35/O45). The Referee is required to input the score into the Electronic Match Sheet at the end of the game.

Sometimes there are not enough referees available to cover all the games and sometimes the referee doesn't show up. In this case the **home** team needs to provide a referee. This can be anybody but an understanding of the rules is useful! The MWFRA run 'Parent Referee Courses' that are free. Check website/newsletter for more information.

AVALON SOCCER CLUB Inc.

Incorporation Number: Y2803525

ABN: 19167611240

Sponsorship Coordinator: Greg Jones

Mobile: 0400 044 277

E-mail: sponsorship@avalonsoccerclub.com.au

Website: www.avalonsoccerclub.com.au

IS YOUR TEAM SPONSORED?

Avalon Soccer Club teams now have the ability to have individual team sponsors. This is a great way to raise funds for your Club and your team will get the benefits.

Maybe a parent in your team has a business they would like to promote or maybe approach a local business to sponsor your team? The Sponsor/Team will receive acknowledgement in the sponsors section of our website and have a link to theirs plus be invited to the annual Sponsors day at Careel Bay.

There are many sponsorship packages now available with the Avalon Soccer Club but team sponsorship is a great way for each team to contribute. The funds we raise go towards the Club's operating expenses which include:- game jerseys/shorts/socks, electricity and water usage, supply of adequate training aids for all teams, purchase equipment and supplies for clubhouse and field maintenance, pay for trophy and award celebrations, raise money for future major projects etc. The list grows every year.

Our club committee are all volunteers who work tirelessly to make Avalon Soccer Club the best it can be but all of this is not possible without your support as well.

The "Order Form" and other sponsorship details are attached.

Thanking you in advance for your support.

AVALON SOCCER CLUB

TEAM SPONSORSHIP PACKAGES

Image	Item Info	Cost	Qty	Total
	<p><u>Player Names</u></p> <p>Player names on back of jersey (all members of team to participate) Please attach a completed "Player Names Form"</p>	\$10 inc GST per Jersey		
	<p><u>Playing Jersey Signage</u></p> <p>Sponsors Logo on the front of playing jersey (maximum 16 players)</p>	\$550 inc GST per team		
	<p><u>Quick Dry Training Tee</u></p> <p>Sponsors Logo on back of training tee (maximum 16 players) Choose of colours available</p>	\$660 inc GST per team		
	<p><u>Spray Jacket</u></p> <p>Sponsors Logo embroidered on front right chest</p>	\$65 inc GST per item		
	<p><u>Hoodie</u></p> <p>Sponsors Logo embroidered on front right chest</p>	\$65 inc GST per item		
	<p><u>Sports Bag</u></p> <p>Sponsors Logo embroidered on side</p>	\$50 inc GST per item		
	<p><u>Back Pack</u></p> <p>Sponsors Logo embroidered on side</p>	\$45 inc GST per item		

ORDER FORM (Please use a separate form for each merchandise item)

Age Group: _____

Team Name: _____

Division: _____

Managers Name: _____

Mobile Number: _____

Merchandise Type: _____

Cost: _____

	<u>Size</u>	<u>Quantity</u>
Kids Sizes	4	
	6	
	8	
	10	
	12	
	14	
	16	
Unisex Sizes	XS	
	S	
	M	
	L	
	XL	
	2XL	
	3XL	
	5XL	

CHECKLIST FOR THE MANAGER (PLEASE ENSURE FORMS ARE FULLY COMPLETED):-

- Send through the Sponsor Business Logo via email to sponsorship@avalonsoccerclub.com.au in EPS, JPEG, TIF and/or PDF where possible.
- All cheques are to be made payable to Avalon Soccer Club Inc. and attached to this application form. Direct deposit can be made to: - BSB 032 095 Account # 172 791 **IMPORTANT:** Please use your **team name as the reference** on the deposit and forward a copy of the receipt via email to sponsorship@avalonsoccerclub.com.au
- **ORDERS CAN NOT BE PROCESSED UNTIL PAYMENT HAS BEEN RECEIVED (PROMPT PAYMENT AVOIDS DELAYS)**
- **Please note**, made to order garments cannot be exchanged if the incorrect size is ordered.
- Receipts will be emailed direct to sponsors at the address provided.

Thank you for your generous support of our Avalon Soccer Club and players.



THANK YOU
FOR VOLUNTEERING