



# 2022 COACHES & MANAGERS INFORMATION SESSION

UNDER 12 to Seniors

# THIS SESSION

## PURPOSE

- ▶ To provide an overview of Marrickville Football Club (MFC)
- ▶ Support team coaches and managers

## APPROACH

- ▶ Information Session and Q&A

## 1.1 MFC VISION & CULTURE

- ▶ Community based, NFP values driven & volunteer enabled grassroots sports Club
- ▶ Providing a friendly environment that fosters enjoyment, skill development, creating friendships, and inspiring a team spirit for all ages and levels of ability
- ▶ All teams participate under Canterbury & District Soccer Football Association (CDSFA) competition



## 1.2 CODE OF CONDUCT

- ▶ MFC has a constitutional obligation to provide a safe and friendly environment for the delivery of football services
- ▶ MFC's expectation on all MFC members - coaches, managers, players and parents - is they will treat each other, supporters and opposition participants with respect, grace and courtesy
- ▶ [Policies - Marrickville FC](#)
- ▶ You will find Code of Conduct, Child Safety Policy, Child Safety Code of Conduct, Member Protection Policy, Privacy Policy

## 1.3 BREACHES TO CODE OF CONDUCT & DISCIPLINARY REVIEWS

- ▶ Each Club member has the responsibility to uphold MFC's vision and Code of Conduct
- ▶ MFC expects Coaches and Managers to proactively support the Club's rules and decisions
- ▶ All **MFC Code of Conduct** concerns are asked to be raised email [info@marrickvillefc.org.au](mailto:info@marrickvillefc.org.au)
- ▶ ANY action, in the view of the Club, that threatens a safe environment is a breach of MFC's Code of Conduct and will be subject to disciplinary review
- ▶ MFC's Disciplinary Review Committee will review each reported incident and, in line with the reported facts, provide a determination
- ▶ Any **other Club's behaviour concerns** email directly [managingdirector@marrickvillefc.org.au](mailto:managingdirector@marrickvillefc.org.au)

## 1.4 REGISTRATION & NSW WORKING WITH CHILDREN CHECK (WWCC)

- ▶ You must register with DRIBL as a coach or manager via [DRIBL Registration](#)
- ▶ You will be asked to provide your WWCC number
- ▶ At MFC, all coaches and managers **MUST** have a WWC
- If you don't have a WWCC number, you start the process by going to [Apply for a Working with Children Check | Service NSW](#)
- Senior Teams can select Senior team Coach or Manager and you will not be asked for a WWCC

## 2.1 TRAINING

- ▶ Training at Mackey and Steel Parks is available on Tuesday, Wednesday and Thursday evenings
- ▶ Training at Tempe Reserve is available on Tuesday and Thursday evenings
- ▶ Training Area bookings will open on Friday 18<sup>th</sup> March through the Club Website. You will receive an email to confirm your bookings.
- ▶ Teams are only allowed to train at Mackey, Steel Parks or Tempe Reserve. Player registration insurance DOES NOT cover training at other fields.
- ▶ Coaches' training kits (balls, cones, bibs) can be collected from Mackey Park Clubhouse as follows:
  - ▶ Kit top-ups from Thursday 24 March
  - ▶ New kit requests - to arrange to have them ready for collection email Georgie [managingdirector@marrickvillefc.org.au](mailto:managingdirector@marrickvillefc.org.au)



## 2.2 DRIBL- DRAW

- ▶ DRIBL is the Competition Management System used by the CDSFA
- All games can be found on the DRIBL website or app
- ▶ The draw can be accessed at <https://cdsfa.dribl.com>
- ▶ Remember to check the draw on Friday evening as games may change

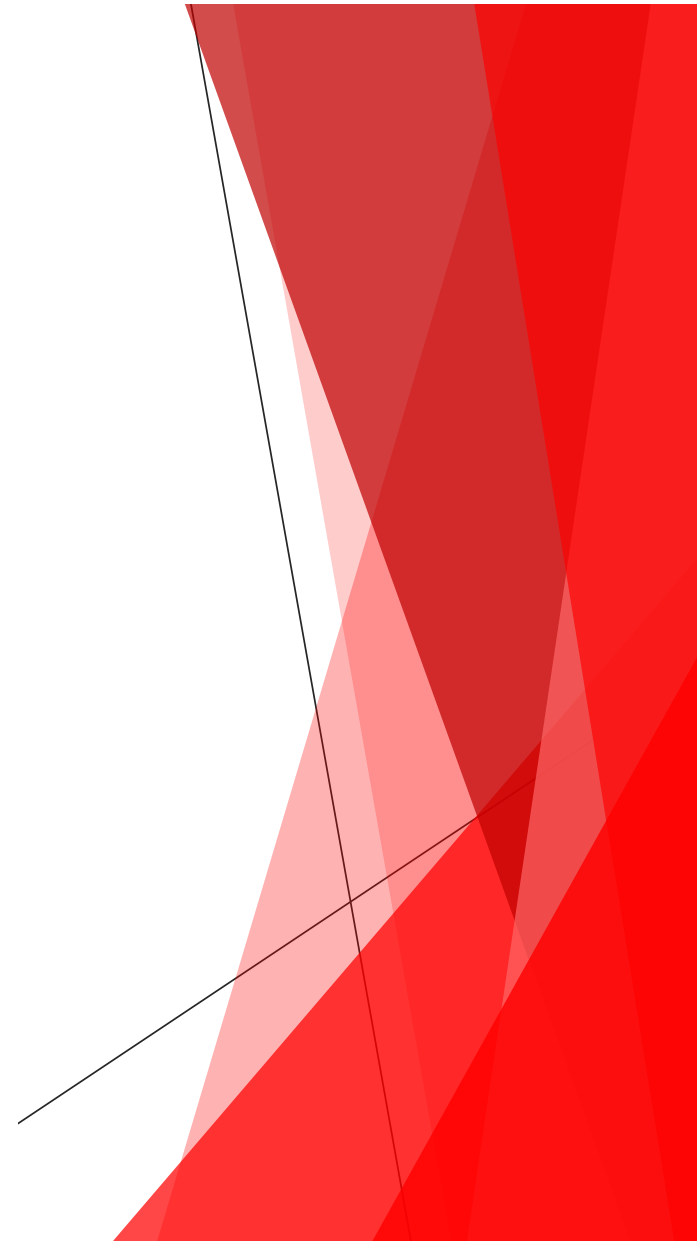
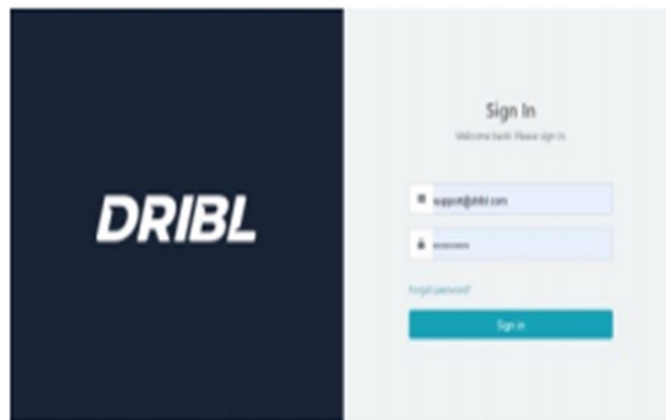


The screenshot shows the website for the Canterbury & District Soccer Football Association. The header includes the association's name and a navigation menu with links for Home, Fixtures, Results, Ladders, and Clubs. Below the header, there is a banner for the 'Home and Away Winter 2020' season, running from July 03, 2020, to October 04, 2020. A 'View fixtures' button is visible. Below the banner, there are buttons for 'View Results' and 'View Ladders'. The main content area is titled 'Fixtures' and shows a dropdown menu for 'Winter 2020'. Below this, there are filter options for 'Home and Away', 'BBC 01 Male', 'Round 1', and 'Marrickville', along with a 'Reset filters' button. The date '4th Jul 2020' is displayed. The fixture list shows a match between 'Strathfield' and 'Marrickville' at 'Strathfield Park - Field 2' at '16:30'. The match status is 'Pending'.



## 2.3 DRIBL -MATCH SHEETS & SCORES

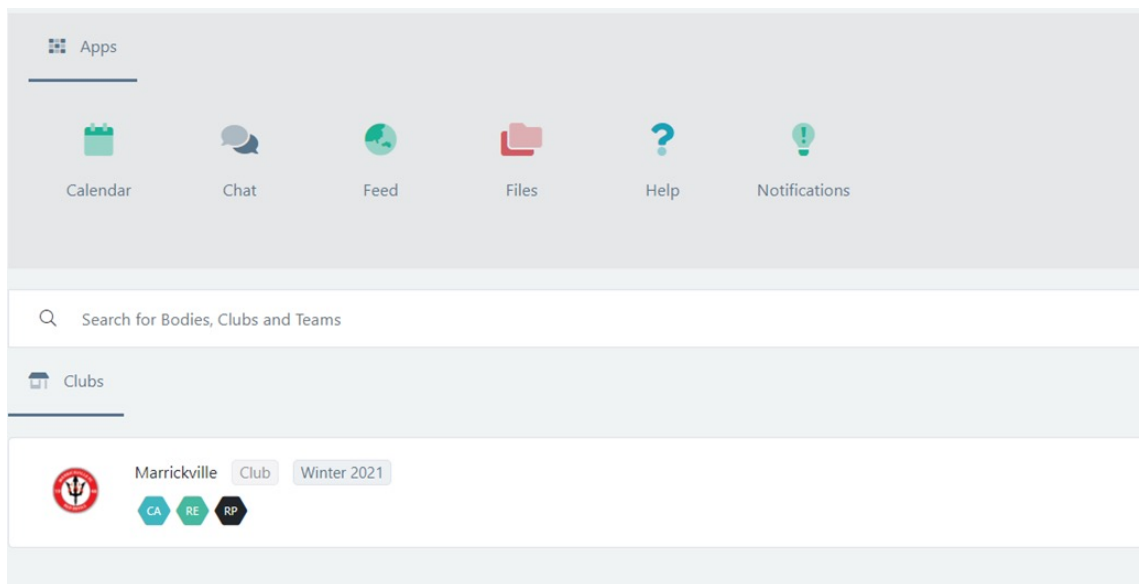
- ▶ Team Managers (known as Team Recorders and Reporters) will be able to access their matches and enter results through the DRIBL app.
- ▶ They will be able to access their match sheets and player ID cards.



## Before the game...

### STEPS:

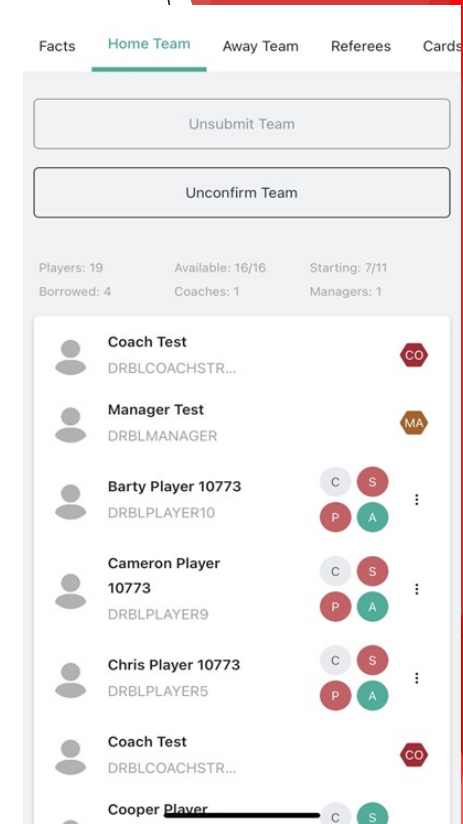
1. Coaches and Managers must be registered in DRIBL
2. Coaches and Managers will receive an activation email next week. The email is valid for 48 hrs.
3. Download the app
4. Login to DRIBL by going to either the app or the web application (laptop/desktop/tablet)
5. From the tiles, select the Marrickville FC or Team



**Tip:**  
You'll find it easier to do the  
*Before the game steps* on a  
larger screen  
e.g. home computer/laptop

## Before the game (continued)...

6. Select Match Sheets tab
7. Perform Search and Filter for your desired match/fixtures
8. Select desired match
9. At this point, you will see Home, Away and Referee tabs.
10. Review your players, select who is playing and update jersey numbers
11. If you are borrowing players, you click on the + button and start searching (first name) for the players to be added  
*Only available (age group, division & suspensions) will be displayed*
12. Once all completed, SUBMIT your team by pressing the submit button (activated by clicking top right-hand menu on the app).
13. Review if referees have been appointed to the game. Click close to complete.



### At the Ground...

1. Perform a final review of your team
2. Perform a review of the opposition
3. View opposition ID Cards by clicking on the player and select the menu option VIEW PLAYER CARDS
4. Flick through the player cards to review all cards
5. CONFIRM the opposition team by pressing the match sheet menu and selecting CONFIRM option.

### If there is no official referee...

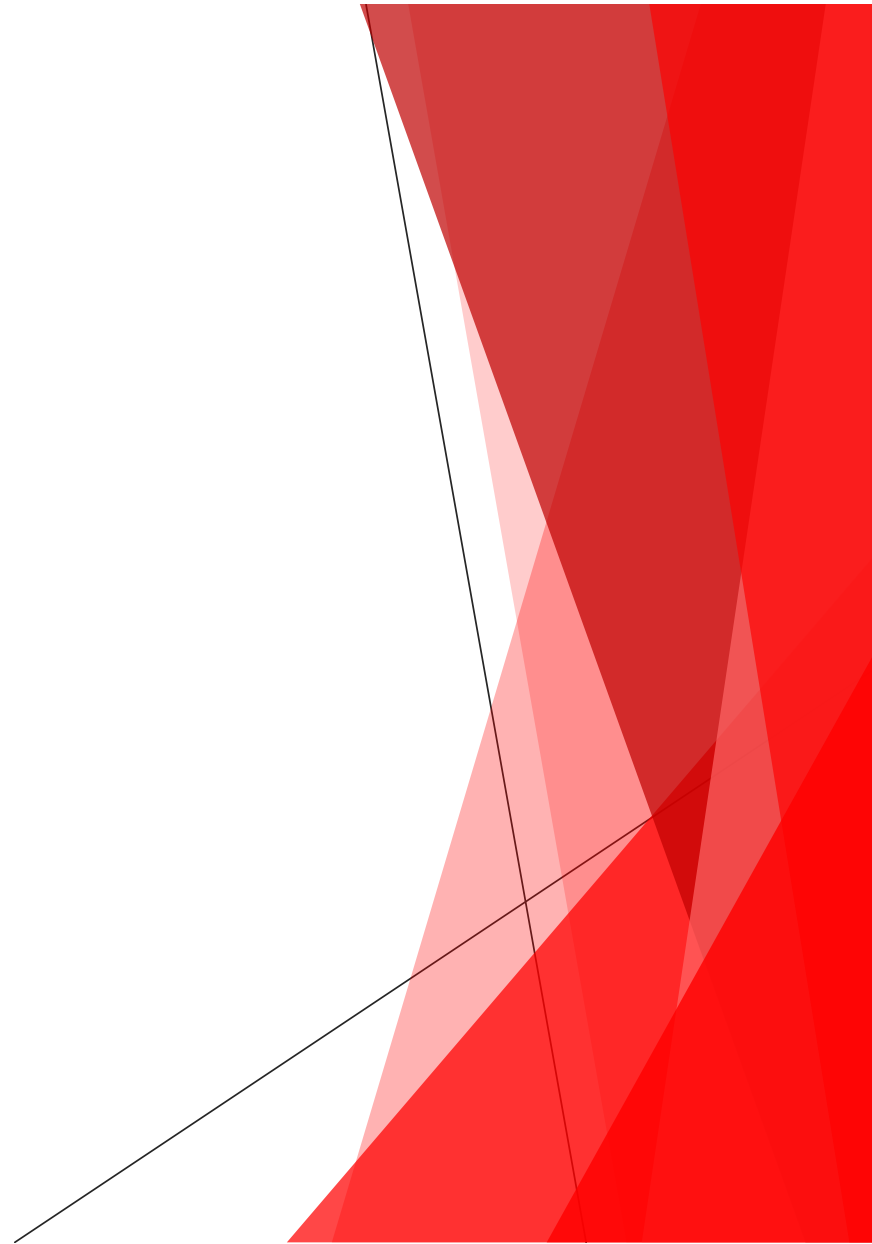
1. Perform a final review of your team
2. Perform a final review of the opposition
3. View ID Cards
4. Go to Officials tab and add a person as a non accredited referee for the match

**Tip:**

1. Changes in DRIBL can be made up to 5 minutes prior to the scheduled start of the game
2. Keep a roll of white tape in your kit bag to amend a player's duplicate number if required e.g. change a 1 into 4

## At completion of the match...

1. The Manager enters the match sheet and reviews:
  - i) Remove any players that didn't play
  - ii) Check the score entered by Referee
  - iii) check any yellow and red cards entered
2. To enter the score, select the Recorder tab
3. Search and filter for your match
4. Enter Scores
5. Press Save



## SCORES

- ▶ Each Manager has the obligation to provide their team's game result by 8 p.m.
- ▶ You are to do this through DRIBL
- ▶ If you are concerned the score wasn't recorded at the end of your game or you forgot to record it, then you should SMS the result by Sunday evening to MFC's Results Recorder via 0490 852 832 in the format AGE\_DIV\_SCORE\_WIN/LOSS/Draw  
e.g. U8\_Div5A\_0-0\_DRAW
- ▶ The CDSFA passes on fine to MFC if scores are not entered and match sheets not submitted. These fines will be passed on to teams.

ID Cards for players will be electronically though the DRIBL app  
Coaches and Managers will still have a physical ID Card.  
If you are not accredited, your ID card will have VOLUNTEER not COACH.

All players **MUST** have an ID card to play  
**NO ID CARD = NO PLAY**

#### ALTERNATE (BLACK) PLAYER UNIFORM

When you are the home team and you are playing another red shirt team (e.g. another MFC side, Punchbowl, APIA, etc.) you need to collect and wear the black alternate shirt

The alternate shirts are to be collected Tuesday - Thursday from 5:30 p.m. from the Club house

The alternate shirts are to be returned laundered (COLD wash only) for the next team to use on Tuesday after your game.

**DO NOT COME ON MATCH DAY TO COLLECT BLACK AWAY JERSEYS.**

**Tip:**

Coach or manager don't allow a player to take their alternate shirt home. Collect ALL shirts after the game and wash them together. This will ensure all are returned to lend to the next team.



## 2.4 Player Eligibility

### Rule 5.2.11:

There is a maximum number of players that may be brought up into a higher graded or different age group team for any given match.

Under 12 to Seniors, DRIBL will support you to borrow the permitted number of players you can borrow (up to 4 players) per game.

Throughout the season each player can only be borrowed 4 times. Once you borrow a player for the 5<sup>th</sup> time, they stay in your team.

For another team player to play in the finals, they need to have played 3 games for the requesting team.

It is the responsibility of the team / club / individual player - NOT the absolute responsibility of the Match Official.

For Rules of the Association go to <https://www.footballcanterbury.com.au/resources/>



## INELIGIBLE PLAYERS - PENALTIES 5.4.1

Any team that fields a player who:

- ▶ is unregistered, or
- ▶ needs a permit to play and has not obtained such permit, or
- ▶ is not registered in that team in accordance with the CDSFA Constitution and Rules, or
- ▶ is registered with another Association or soccer organization without Board permission, or
- ▶ is under suspension,

is NOT eligible to play in that team according to any rule of the Association.

Penalties - For each match that the person has played in:

- ▶ deemed to have lost each match, and
- ▶ forfeit three competition points (even though the team may not have earned any points in the match played), and
- ▶ be fined an additional registration fee, and
- ▶ be dealt with additionally as the Board deems fit.

## 2.5 FORFEITS

- ▶ The team's manager **MUST** notify the MFC's Competition Secretary via [compsec@marrickvillefc.org.au](mailto:compsec@marrickvillefc.org.au) in writing of a forfeiture by 3 p.m. 3 days prior to game day to avoid a fine:
  - For a Saturday game - notice is required by 3 p.m. Wednesday
  - For a Sunday game - notice is required 3 p.m. Thursday
- ▶ Email must have all details of game i.e. date, time, field, opposition, your team
- ▶ Forfeitures with less than a 3-day notice will incur a CDSFA fine
- ▶ The fine will be passed on to the team. If the fine is not paid the Club will forfeit your next game

## 2.6 REFEREES AND OFFICIAL PAYMENTS

- ▶ **U6-U11 games:** To assist a player's development, MFC arranges for Game Leaders 12YO and older to referee MFC hosted (Mackey and Steel Parks)
- ▶ **U8-U9 games:** No payments are required to pay Game Leaders (Junior Referees)
- ▶ **U10+ games:** It is the managers responsibility to pay Referees/Game Leaders. Please ensure you have the correct money - do NOT expect change.
- ▶ Go to [MFC website/resources/game day/general resources](#) to confirm the centre referee and line assistant payment rates.
- ▶ If no referee is provided, both teams are to agree **1 referee** who will referee the **whole game** i.e. first & second halves.
  - ▶ Do not waste time finding a referee, as your game time will be reduced. You must play the game so agree to a referee quickly.
  - ▶ Only CRA qualified referees/assistants are entitled to payment i.e. do not pay 'stand in' or 'volunteer' referees/assistants



## 2.7 JUDICIARY

- ▶ If you receive a red card, its an automatic one match suspension
- ▶ Red card fee is \$75
- ▶ Judiciary Report is released on Wednesday
- ▶ The player will be notified of their suspension
- ▶ The player can only appeal the suspension if it is more the minimum suspension
- ▶ The fee to appeal was \$50 in 2020
- ▶ A committee member must accompany the player to the judiciary hearing



## 2.8 TECHNICAL AREA

- ▶ Maximum of TWO **team officials** are allowed in the technical area
- ▶ Both team officials must display a current ID card and be wearing (stylish **yellow**) Hi-Viz vest
- ▶ Only players actually participating in a game are permitted in the technical area
- ▶ Each team is to also provide a **Ground Official** at all games wearing a (more stylish **orange**) Hi-Viz vest and to be situated in the Spectator Area

*Vest collection (if required) can be performed when the email to collect coach/manager ID cards is received*

### **NOT PERMITTED:**

- ▶ Non-playing members of the team e.g. injured, excess squad
- ▶ Additional Team Officials above the max. 2
- ▶ Player's or Team Official's children, partners, friends



## 3.0 Competition

- ▶ Competitive - Home & Away Rounds + Top 4 Finals
- ▶ 6-team = 3 x round cycles
- ▶ 8-team = 2 x round cycles
- ▶ 10-team = 2 x round cycles
- ▶ 12(+)-team = 1 x round cycle of 11-fixtures then Split for 1 x round cycle of 5-fixtures
- ▶ Where a 10+ team (competitive) structure exists, they WILL play **DOUBLE HEADERS** (from early in the season) & have **NO FREE** weekends.
- ▶ June long weekend and July school holiday middle weekend can/will have games set/rescheduled.
- ▶ Rescheduled games can/will be set for alternate weekend playing days (when required).
- ▶ We have fields available for Wednesday and Friday night games. Be prepared to play if your game is moved to one of these nights.

## 3.1 COVID

To help ensure that the appropriate safeguards are in place when participating, all players, parents, officials and spectators (where applicable) are required to adhere to the following:

- ▶ Do not attend football if you are feeling unwell or have any cold or flu like symptoms, even a runny nose or scratchy throat. Self-isolate immediately and get tested.
- ▶ Wash and/or sanitize hands before and after attending all training and games.
- ▶ Wear a mask if you feel you can not social distance appropriately.
- ▶ Spectators are to social distance, where possible.
- ▶ If travelling by bus, coach or by public transport NSW Health advises to wear a face mask
- ▶ Do not share drink bottles
- ▶ Do not share containers of food, including oranges. Players should bring their own food and snacks.
- ▶ Avoid bringing anyone who may be at high or increased risk of illness

- ▶ The CDSFA will not reschedule any games that are forfeited due to COVID.
- ▶ There will be no fines for forfeited games that are advised after the forfeited deadlines.
- ▶ If you need to forfeit due to Covid, follow the Forfeit Process above.
- ▶ If it is on Friday or Match Day, please send a SMS to Georgie on 0410 658 458 immediately.
- ▶ 7 players are required to play and U12+ game.
  
- ▶ Marrickville FC has a Covid Policy. This can be found on our website.
- ▶ As a duty of care to our members, we ask that any player, coach or manager that test positive for Covid, advise their team members. This will allow the members to monitor for symptoms and get tested, if they wish.





## 3.2 COACHING MATERIAL & COURSES

Football has one of the lowest rates of accredited coaches

The Canterbury District Soccer Football Association (CDSFA) is implementing a 4-year roll out for coaching courses

Coaching Courses can be found at [www.footballcanterbury.com.au/events/](http://www.footballcanterbury.com.au/events/)

# 3.3 COMMUNICATION

Every team is expected to set up your team on TeamLinkt. The Club will set up groups in TeamLinkt for coaches and managers so we can communicate with you.

Initial set up should be done from a PC

Name of team should follow the format: MFC U? Team ID  
e.g. MFC U8/5A

The CLUB uses TeamLinkt for quick and brief messages to Team Managers e.g. MFC Park Closed, your team is on Volunteer Duty, etc.

A **TEAM MANAGER** and the Team uses TeamLinkt to communicate on team matters e.g. players confirm game day attendance, confirming game location, relaying wet weather messages, listing


## \*TIP

In advance (e.g. at the start of the season) obtain the contact details of the coach & managers you are permitted and/or likely to borrow players from.

This will ease last minute panic and rush when you need to request players

Don't forget the player eligibility criteria

## 3.4 TeamLinkt

- ▶ Set up your account and sign in (its free)
- ▶ Click on 
- ▶ Select add new team and fill in the details

**Tip:**

Setting up your team in TeamLinkt is easier to do on a larger screen device (laptop or computer)

Maintaining or changing events in TeamLinkt are easily done from any size device e.g. mobile, tablet

**CREATE TEAM** - Teamlinkt Pro is free, forever, through our sponsors

Team Name\*

MFC Under 10/5

Sport\*

Football

Team Type\*

Youth

City

Marrickville

Country

Australia

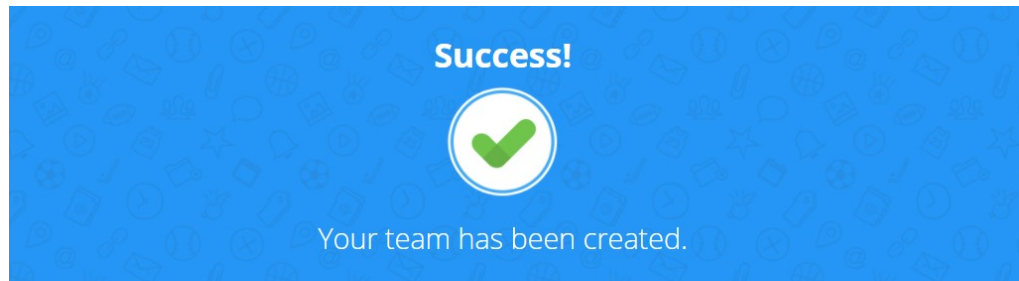
State / Province

New South Wales

Create

Cancel

- ▶ Click create
- ▶ Click Launch My Team



### Now let's launch your team!

To get you going, we've added a sample event for you to check out.

We'll send a notification/email so you can see how team members are reminded during the season.

Launch My Team

- ▶ A sample event will be shown on the next page, press the delete button
- ▶ Click on Dashboard

▶ Select +Members

**SHORTCUTS FOR MFC UNDER 10/5**



+ Events



+ Members



Invite Family



+ Email



+ Photos

- ▶ Complete your team details. If the email for the player is the same as the parent, leave it blank.

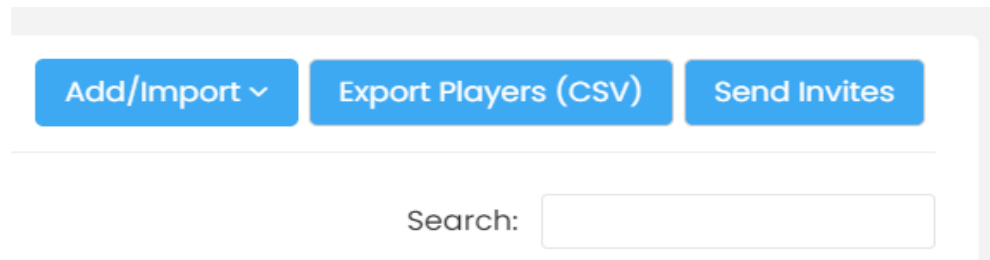
**ADD MEMBERS** ⓘ

Player Name *	Player Email	Position	Team Admin
<input type="text" value="Player Name"/>	<input type="text" value="Player Email"/>	<input type="text" value="Position"/>	<input type="button" value="x"/>
Contact 1		Contact 2	
<input type="text" value="Contact Name"/>	<input type="text" value="Contact Email"/>	<input type="text" value="Contact Name"/>	<input type="text" value="Contact Email"/>

Add Row

Add Cancel

- ▶ Once all information has been completed select ADD
- ▶ Click View My Team
- ▶ Click Send Invites



- ▶ You will receive a confirmation that invites have been sent
- ▶ To set up training and games click on Schedule
- ▶ Click Add/Import
- ▶ Select Add Events
- ▶ Click on Advanced. This will allow you to do set up all your training sessions
- ▶ Complete the details for Training and Games
- ▶ Do not forget to click SAVE

## 3.5 WET WEATHER: MACKEY & STEEL PARKS & TEMPE RESERVE

- ▶ Always presume your training/game is on until it has been confirmed otherwise
- ▶ MFC seeks to inform teams of MFC park closures as early as possible. Sometimes it doesn't happen until minutes before games are scheduled to start.
- ▶ Inner West Council (IWC) makes a decision on park closure every day by 3 p.m.
- ▶ If a MFC park is open Friday afternoon, the Club Committee may need to close the park on Saturday or Sunday, depending on the weather.
- ▶ MFC uses a **two-step communication approach**:
  - ▶ MFC posts Park wet weather closures on the MFC website, Instagram and Facebook
  - ▶ As a back up:
    1. A message will be sent from the Club to each Team Manager through the managers group in TeamLinkt
    2. Each Team Manager relays the message to each player's family
- ▶ <https://www.marrickvillefc.org.au>



@marrickvillefc



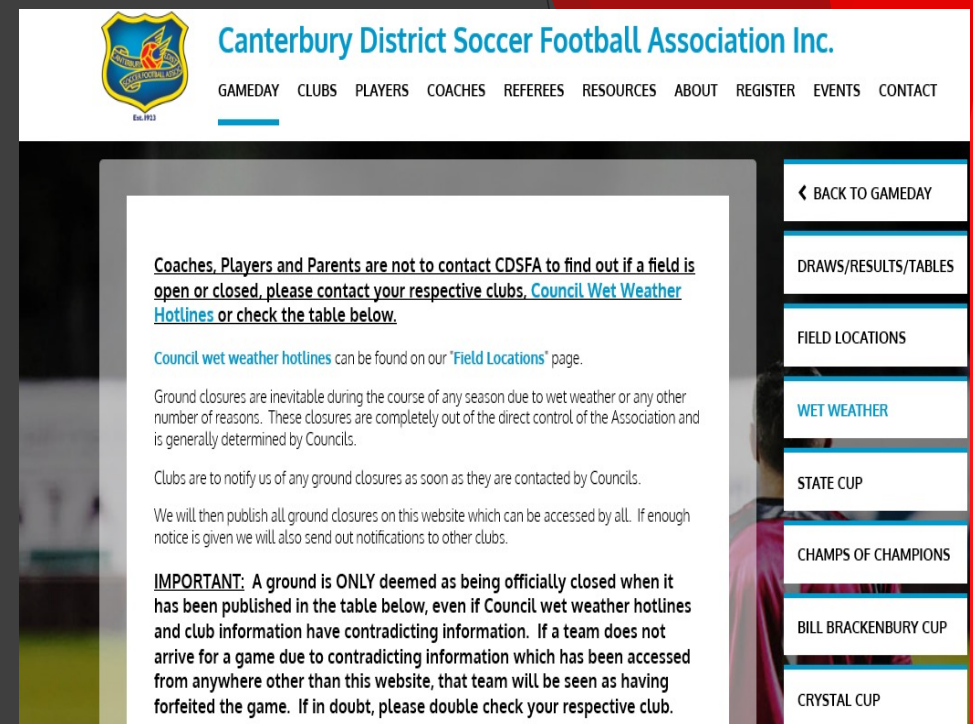
Marrickville FC

## 3.6 WET WEATHER: NON-MFC PARKS

- ▶ Always presume your game is on until it has been confirmed otherwise

- For Games **NOT** being played at Mackey Park, Steel Park or Tempe Reserve (usually Away Games), the **ONLY** place to look is:

[www.footballcanterbury.com.au/gameday/WetWeather/](http://www.footballcanterbury.com.au/gameday/WetWeather/)



The screenshot shows the website for the Canterbury District Soccer Football Association Inc. The header includes the association's logo and a navigation menu with links for GAMEDAY, CLUBS, PLAYERS, COACHES, REFEREES, RESOURCES, ABOUT, REGISTER, EVENTS, and CONTACT. The main content area features a notice regarding wet weather ground closures. The notice states that coaches, players, and parents should not contact CDSFA for field status; instead, they should contact their respective clubs, check council wet weather hotlines, or refer to a table of field locations. It explains that ground closures are determined by councils and are published on the website. An important note specifies that a ground is only officially closed if this information is published on the website, even if other sources provide conflicting information. A sidebar on the right contains a list of navigation links, with 'WET WEATHER' highlighted in blue.

**Canterbury District Soccer Football Association Inc.**

GAMEDAY CLUBS PLAYERS COACHES REFEREES RESOURCES ABOUT REGISTER EVENTS CONTACT

◀ BACK TO GAMEDAY

DRAWNS/RESULTS/TABLES

FIELD LOCATIONS

**WET WEATHER**

STATE CUP

CHAMPS OF CHAMPIONS

BILL BRACKENBURY CUP

CRYSTAL CUP

Coaches, Players and Parents are not to contact CDSFA to find out if a field is open or closed, please contact your respective clubs, [Council Wet Weather Hotlines](#) or check the table below.

[Council wet weather hotlines](#) can be found on our "Field Locations" page.

Ground closures are inevitable during the course of any season due to wet weather or any other number of reasons. These closures are completely out of the direct control of the Association and is generally determined by Councils.

Clubs are to notify us of any ground closures as soon as they are contacted by Councils.

We will then publish all ground closures on this website which can be accessed by all. If enough notice is given we will also send out notifications to other clubs.

**IMPORTANT:** A ground is **ONLY** deemed as being officially closed when it has been published in the table below, even if Council wet weather hotlines and club information have contradicting information. If a team does not arrive for a game due to contradicting information which has been accessed from anywhere other than this website, that team will be seen as having forfeited the game. If in doubt, please double check your respective club.



## 3.7 VOLUNTEER ROSTER

- ▶ Every team will be rostered on for one shift either at Mackey Park, Steel Park or Tempe
- ▶ Shifts are 7.30am-12.30pm & 12.30pm-4.30pm
- ▶ Volunteer roster tasks include canteen, field pack up, ground officiating, COVID marshal, or other tasks required.
- ▶ If you don't turn up for volunteer roster, your next game will be forfeited
- ▶ Instructions and number of people required for each park will be on the [Club website](#)
- ▶ The volunteer roster will be found on MFC website by 25<sup>th</sup> March 2022

Questions to:

[footballsupport@marrickvillefc.org.au](mailto:footballsupport@marrickvillefc.org.au)



### TIPS:

At the start of the season, search out the day and session your team roster is scheduled on.

Place an entry (e.g. extra 'training' session) into TeamLinkt

Set a reminder for yourself 2 weeks prior to the scheduled volunteer day's roster session

Communicate with the team and remind them of your volunteer roster session

The Club's intent is that any member of the team OTHER THAN the coach & manager attend the team's volunteer roster session

## 3.8 KEY DATES

- ▶ Season begins Saturday 2nd and Sunday 3rd April
- ▶ No games on the June long weekend
- ▶ The non-premiership Presentation Round is planned for the weekend of Saturday 21st / Sunday 22nd August. This is your final game.
- ▶ U6-18 MFC Presentation Day Saturday 3rd September (Proposed)
- ▶ Senior MFC Presentation Day TBC

## 4.0 CONTACT INFORMATION

- ▶ Georgie Kokokiris - 0410 658 458  
[Managingdirector@marrickvillefc.org.au](mailto:Managingdirector@marrickvillefc.org.au)
- ▶ Gary Schmidt - 0401 421 915  
[president@marrickvillefc.org.au](mailto:president@marrickvillefc.org.au)
- ▶ Competition Secretary  
[compsec@marrickvillefc.org.au](mailto:compsec@marrickvillefc.org.au)
- ▶ Maria Bacrinotis  
[footballsupport@marrickvillefc.org.au](mailto:footballsupport@marrickvillefc.org.au)

## 4.0 CONTACT INFORMATION cont.

- ▶ MFC's Game Result Recorder - 0490 852 832

Format: **U8\_Div5A\_0-0\_DRAW**

- ▶ MPIO

[mpio@marrickvillefc.org.au](mailto:mpio@marrickvillefc.org.au)

- ▶ Code of Conduct support:

[info@marrickvillefc.org.au](mailto:info@marrickvillefc.org.au)