



v. 2024

Team Manager's Handbook
Mini Roos Teams U8 – U12
Junior Teams U13 – U18

Main contacts:

Club Email info@mfcc.com.au

General Admin: Martin, registrations@mfcc.com.au

www.mfcc.com.au



Team Manager's Handbook v.2024

The most important thing that you can do as a team manager is to communicate.

Communicate often and regularly with the coach, players and parents of your team. That way you have a much better chance of assuring that the team works smoothly.

The duties of the manager include the following:

- Circulate team lists to parents.
- Circulate the game fixtures when these are available, together with the ground addresses and game start times. These can also be access on the *Stack Team App* smart phone app.
- Assist the coach during training and the match if required and ensure appropriate discipline is maintained.
- Confirm game time and venue with the FV fixture several days before the match.
- Input your results in the Jotform that has been provided for the "Jewish News" and for FV.
- Deal with any complaints from parents or refer them on to the Club Committee.
- In conjunction with the coach, select weekly best on ground and special Trophy winners. Keep a record of them for EOY awards.
- Where appropriate, ensure that all players are given an equal playing time on the field.
- For Mini Roos teams (U8 – U11), ensure that there is a parent referee for all home games (ensure the parent understands the rules of the game) and a timekeeper.
- Arrange for the orange duties each week (optional, see below).
- Follow-up on players who are injured or miss training.
- Prepare a roster for the putting up and taking down of goal nets and line flags at home matches. Mini Roos goals and junior full-sized goals.
- Ensure the first aid kit is available at each game and is kept complete.
- For junior teams only, maintain the register of team Photo I.D. cards and fill out the match book each week with the referees.
- Maintain sideline discipline. Parents should not interfere with the running of the game. See "Code of Conduct" in this handbook that you have been given for details of how players, parents and spectators should behave at matches.

Extra activities include organizing parent/child friendly matches, informal get togethers, photographs and fun activities.



Maccabi Member Protection Policy

Being part of the Maccabi organisation means great rewards, but it also means great responsibilities.

Maccabi Australia recognizes these challenges and has set up a Maccabi Member Protection Policy (MPP) to look after and protect your interests. It is vital that you be aware of what is required in MPP for your own sake.

MFCC requires that you partake in an information evening (details yet to be announced) so that you are kept aware of all MPP details.

Registration and Working with Children Card

Both you and the team coach must be registered with Maccabi and Play Football and must obtain Working with Children cards. More information on how to register with Maccabi and Play Football will be provided as well as details on how to obtain the Working with Children card which can be applied for online at <http://www.workingwithchildren.vic.gov.au> Martin from the MFCC will be chasing up WWC cards throughout the year.

Contact Details and Emails

In order to communicate freely you must have a complete list of contact phone numbers, mobile numbers and email addresses of all the players' parents and the coach. It is suggested that you get contact details of mothers and fathers in case of split families. The club will provide you with a list to start with.

The easiest way to get the message across is by bulk email. Create an email database, based on the emails that you have, and email your team at least once a week. We suggest that you create a Whats App group for your team.

Check with each parent before sharing their contact details. Some families get very sensitive about it!

The type of information that you should be passing on is:

- Results of the last game (maybe including a match report too)
- Details of the next game, including time, place
- Half time orange duties (optional, see below)
- Requirements for putting nets up and/or taking down
- News about the players or any other members of the team
- Digital photos (optional)

Much of the official match day information is obtainable through the *Team App* which you should join and encourage your parents to join.

You should also keep a team contact list with you at all times for the times when a player is running late or if a player is injured and you need to call their parents.

TM Whats App Group

We will also join you to the TM Whats App group to keep you up with info and allow you to ask questions of the club directly.



Rosters

Once you have all the contact details of all of your players you may want to give copies of these to the families so that they can arrange their own lift rosters once training and the season begins.

Team Fixture

The fixtures for your team is determined and set by Football Victoria. Go to your Stack Team App – Teams and follow the links for your team for all the information that you need (game dates, times and grounds) for each game. The links will also guide you to the ground addresses. Do not totally rely on this list as game information can and will change often during the season. You should check the fixture details three or four days prior to each game.

The club will email you confirmation of the week's game as soon as the fixture is set. The email will include the place, field number, time and goal and net requirements.

Do not assume that even if the information on the website is correct that your players know who their next game is against and when and where it is. That is why you should use the weekly Whats App to back up the information.

The smart phone Stack Team App is available that parents can download. Details of the games will be available through this app. Details of the app are available here <https://www.teamapp.com/app>

Club Contacts

It is helpful to have a list of contacts in other clubs in the same age level as yours. A basic contact list is available on the <http://www.mfcc.com.au> website under the [Fixtures](#), [Results](#), [Grounds](#) link. You can add details to this with the help of other managers and coaches.

You will need this information if your coach wants to arrange pre-season practice matches. It is also helpful if a match needs to be re-scheduled due to the game falling on a Jewish holiday.

If you are looking for a club's details the person to see is Dr Google. She knows everything!

Medical Emergencies

In case of medical emergencies call HAZOLAH on 9527 5111

During the season first aid courses will be made available to all club members.

You will also should make up and keep a medical action list for the players in your team that require it.

It is the parents' responsibility to keep this up to date and to administer it if necessary; it is not your responsibility.

You are only required to keep the action list with you at all times and let your coach know about it too.



Training (Rostering of Parents)

It is club policy that a parent is rostered to assist the coach at training.

Important roles of the assistant include:

- Helping with discipline and coordination.
- Helping collect and pack away the training equipment (balls, cones, etc.)
- Making sure all players are picked up by parents and no one is left behind after training.

Please communicate to parents the importance of collecting players on time from training. The team coach, manager or assisting parent should not have to wait around for late parents.

Every player is expected to be present at training each week. As manager, you should continuously communicate to the parents the need to notify either yourself or the coach if a player cannot attend.

Balls and Cones

The club will provide a kit bag with match balls, ball pump, goalie shirt and gloves to the coach of each team for training and/or match use. The coach should keep your team's kit bag. It is the responsibility of the coach, the manager and all the player's parents to look after the balls and cones throughout the season.

From time to time your team coach may not be able to make training or a match. It is suggested that you keep in regular contact with the coach to ensure that the kit bag be passed on to the stand-in-coach.

First Aid kit

The club will provide you, as the team manager with a first aid kit. The first aid kit must be available at every game.

As manager you need to check the contents of the first aid kit and check that none of the items are not out of date. Email the club's team manager liaison if you require a top up off any item in the kits before or during the season.

The older teams, U16 - U18 boys and Womens, will get a larger kit with their own checklist inside. They need to follow the same procedure for ensuring everything is available and for obtaining replacement items.

If you need any medical item for your kit let us know and we will get it for you in time for your next game. It will be given to the kiosk for you to collect from.



I D Cards

Before the season begins each player must have a registration number and an I D Card with their photo on it and their registration number. These I D Cards are extremely important and should be kept in a divided plastic sheet, like the ones used for trading cards. It is a good idea to take a clear photo on your phone of the I D card sheet to use in case the sheet is mislaid or left at home, which has happened often.

The I D Cards must be shown to the referee on the day to allow players to take the field. Without an I D Card a player cannot play. (This does not apply to Mini Roos games.)

See the club president or team manager coordinator about further details regarding the I D Cards.

Team Shirts and Kit

Each player should, by the start of the first game, have purchased the full team kit, blue (home) and orange (away) shirt, black jacket (optional), player bag, black shorts and black socks. It is suggested that you confirm that every player has these items prior to the first game. Players not wearing the correct kit will not be permitted to play.

The blue (home) shirt will always be the first choice shirt for games, even for away games. As manager you will need to remind players' parents to bring their away shirt to every away game in case the away shirt is required. Use the orange shirt if the blue shirt clashes with the opposition shirt. The orange (away) shirt should be worn when playing an away game to another MFCC team.

The club strongly encourages the players to wear the away shirt to training sessions whenever possible.

Half Time Orange Duties (optional)

Players often like to have oranges at half time to give them a boost for the next half.

As team manager you should arrange a roster for the supply of half time oranges for each week. Each week a different family can bring along a bowl of quartered oranges. Again, email the list to the players.

Putting up and/or taking down goals and nets

If your team is the first team on a particular home ground that day then you will be required, by the club, to put goals and/or nets up.

If your team is the last on a particular home ground that day then you will be required, by the club, to take goal and/or nets down.

This information (whether you are required to put up or take down the goals and or nets) will be emailed to you during the week prior to the game. Make sure to make your team's parents aware of this important duty. If the goals and nets are not ready in time for the start of the game, then the referee has the right to call off the game and award a 0 – 3 loss to your team.



Referee Marshal

It is an FV requirement that each referee appointed to a game be escorted to and from their change rooms by two marshals, one from each team. You will need a parent roster for this.

Club Information

The club will on a regular basis provide you with helpful and useful information regarding the goings on at the club. This may be in the form of e-newsletters, emails or updates on the website and/or club Socials. Parents will, on many occasions ask you about things that are happening in the club, so you need to be informed.

Match Day Mini Roos teams (U8 – U11)

Your team players and parents should be at the ground at least a half an hour before the game. This will give you sufficient time to set up the goals/nets, pitch side line cones (for U8 - U11 teams), meet the opposition coach/manager and gives the coach some time to get the players warmed up for the game.

Field sizes vary for Mini Roos teams so you must be aware if this is your age group.

U8 – U9 teams play on a quarter of a full field. Fields 3, X or Y at Caulfield Park or 4 games can be going at once on a full field.

U10 – U13 teams play on a half of a full field. Fields 5 or 6 at Caulfield Park or 2 games can be going at once on a full field.

All players must have a drink bottle for use on the day. You will need to remind them of this often and the easiest way to do it is in the weekly emails.

If you want to have digital photos to include in your emails (as above) nominate a parent to be the team photographer, as you will not have the time to take photos and help your coach on match day.

Give parents as many match day duties as you can, they love being involved in their child's team.

Once the game has finished you must enter the result in the Jotform that is provided.

Results must be entered by 5pm of match day.

It is suggested that you set up a weekly reminder to submit the results.

Failure to submit the results will result in a monetary fine for the club.



Match Day Junior teams U12 – U18 and Senior Women

Your team players and parents should be at the ground at least a half an hour before the game. This will give you sufficient time to set up the goals/nets, meet the opposition coach/manager and gives the coach some time to get the players warmed up for the game.

(For U12 and up) You will be given a match book by the club before the season begins. All the details of the players that are expected to play and the game details of the day must be included in the match book.

Once completed it must be given to the referee, with the page of I D Cards, at least 15 minutes before kick off. Your team will not be allowed to play if you do not do this.

All players must have a drink bottle for use on the day. You will need to remind them of this often and the easiest way to do it is in the weekly emails.

Before the game starts, nominate two parents to be a linesman for the day and introduce them to the referee. It helps if you have a regular two or three parents that will be linesman.

Make sure that the parents understand the offside rule, which is a rule that causes the most controversy in any football game. It would help to have a print out of the off side rule to give to the parents at the beginning of the season. Also keep it at hand on match day. Or email this site to them <http://www.dynamic-thought.com/>, it has an animated explanation of the off-side rule.

If you want to have digital photos to include in your emails (as above) nominate a parent to be the team photographer, as you will not have the time to take photos and help your coach on match day.

Give parents as many match day duties as you can, they love being involved in their child's team.

Once the game has finished you must email or text the result of the game to the results coordinator. Results must be emailed or texted together with goal scorer names and the three best on ground players to the results coordinator by 5pm of match day. It is suggested that you set up a weekly reminder to submit the results. Failure to submit the results will result in a monetary fine for the club.

List of useful items to have on match day:

- Spare balls
- Hand pump for the balls
- Spare shorts and socks, players can often leave theirs behind
- Mobile phone, to call players that are running late
- First aid kit
- I D cards



Security Matters!

PLEASE NOTE: For security purpose, ask all parents and players to keep their bags and training kit in one area by the field.

If there is any concern about the security of yourself, players or anyone else, please talk to them, talk to an official/referee on the day or contact Community Security Group (**CSG**) on **1300 000 274**

If at anytime you feel as though your players are being threatened physically and could come to harm then remove them from the field of play and go home.

We love our football, but it is not worth being in danger for.

For season 2024 we have a new Safety Officer at the club, Alex Zislin. He will be available to ask questions about safety matters and will be advising the club on any relevant safety matters during the year.

End of Season

Once the season has ended, you can organise and EOS Presentation Day for your team. You will have already been asked to for a list of players to have trophies for. You will be able to give players a trophy for the season and, if you and your coach want, special awards to the best players of the season. The club year book (with every teams' photographs) will also be handed out to each player.

You can extend this event by adding on a picnic or barbeque for your team to celebrate the past season.

Right Hand

Above all, as the team manager, you are the right-hand person for your coach. When in doubt always consult with your coach before asking anyone else.

Once you get your team working smoothly and you get to know your coach, players and parents, you will find this "duty" to be immensely satisfying. You are all one team and it is up to you to make sure that it all comes together on match day.

Enjoy!

Terminology:

- **Maccabi Little Strikers** – age group of 5 – 6 year olds
- **Mini Roos** – boys and girls teams U8 – U11
- **Juniors** – boys and girls teams U12 – U18
- **Catch Up Rounds** – there are blank spaces left in the FFV fixtures to allow teams that were not able to play to have a "catch up" for their games. The blank is not there for all players to have a holiday.



MFCC FOOTBALL PHILOSOPHY

Winning is the purpose of football but it is the manner and importance that differ.

To take our Club to the highest level, we focus on:

- Development rather than results
- The skilful instead of the powerful
- Mistakes being learning moments instead of mistakes being punished
- Encouraging taking initiatives / risks instead of forbidding taking initiatives / risks

MFCC WEATHER POLICY

Given that football is an outdoor game it is always going to be affected by weather conditions.

However given our care of responsibility to our members we have to be aware that in some extreme weather conditions we must call off any training sessions or games that might be affected.

Football is a winter sport but it is also affected by summer conditions in the off season. Here is a policy that we work by.

Winter Caution



We will play/train in most winter conditions however if it is raining so heavily that it makes the playing conditions unsafe then we will call it off.

In addition, if there is lightening in the vicinity of the ground then we will also call off any activity.



Notifications

Please note that the club will put out notifications about cancelled sessions due to weather extremes via club email, the club Facebook page, the club Twitter account and the club Team App.

It is your responsibility to keep up with any one of these.





MFCC CODES OF CONDUCT

It is vital that everyone involved in sporting activities, whether they are athletes, coaches, parents, officials or supporters understand their responsibilities to ensure that all participants enjoy the sport.

The codes of conduct below have been incorporated into FV Rules of Competition and all members of our club including spectators and parents are to abide by these codes of conduct.

This Policy applies to FFA, FV, Member Federations, District Associations, Competition Administrators, Clubs, Officials, Agents and Players. To the fullest extent possible, it also applies to parents and guardians of Players and to Spectators at Matches. This Policy will continue to apply to a person, even after they have stopped their association or employment with MFCC, if disciplinary action against that person has commenced.

General Code of Behaviour

- We expect every person involved in the game, in Maccabi FC, in opposition teams and anyone representing Football Victoria to be treated with respect at all times.
- For all full list of Codes of Conduct go to
- <https://www.mfcc.com.au/mfcc-codes-of-conduct>
- Anyone at the club or associated at the club that breaches these codes can be suspended and/or have their membership cancelled with no refunds.

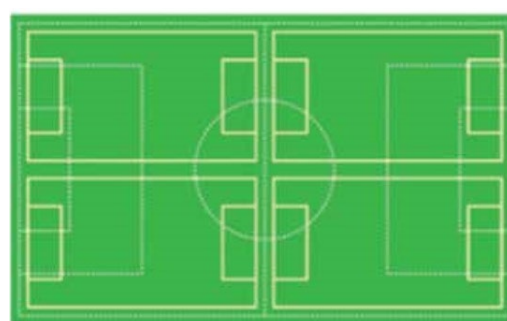
Discipline Policy

All players and parents are bound by the rules of conduct of our club and associations. A three strikes policy will apply.

- Player Breach 1: sit out training session + 1 match suspension.
- Player Breach 2: sit out 2 training sessions + 2 match suspension.
- Player Breach 3: suspension until seasons end.
- Parental Breach 1: Exclusion from the next match.
- Parental Breach 2 or failure to comply with Breach 1 penalty: Suspension of player from the club until seasons end.

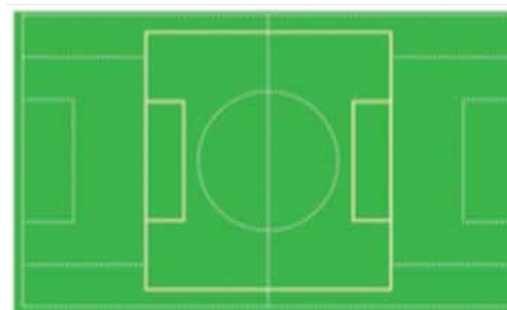
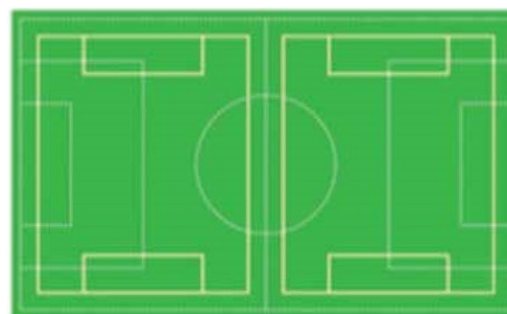
APPENDIX B – GAME FORMAT

UNDER 8 & 9	
The number of players	7-a-side including a goalkeeper Maximum of four substitutes
The field of play	Minimum: 40m long x 30m wide Best Practise: 45m long x 35m wide Maximum: 50m long x 40m wide



Goal size	3m wide x 2m high
Ball size	Size 3
Duration of the game	20 min halves Minimum 5 min half time break
Penalty area	5m deep x 12m wide

UNDER 10, 11 & 12	
The number of players	9-a-side including a goalkeeper Maximum of five substitutes
The field of play	Maximum: 70m long x 50m wide Best Practise: 65m long x 45m wide
Goal size	Minimum: 60m long x 40m wide Maximum: 5m wide x 2m high
Ball size	Size 4
Duration of the game	25 min halves Minimum 5 min half time break
Penalty area	10m deep x 20m wide

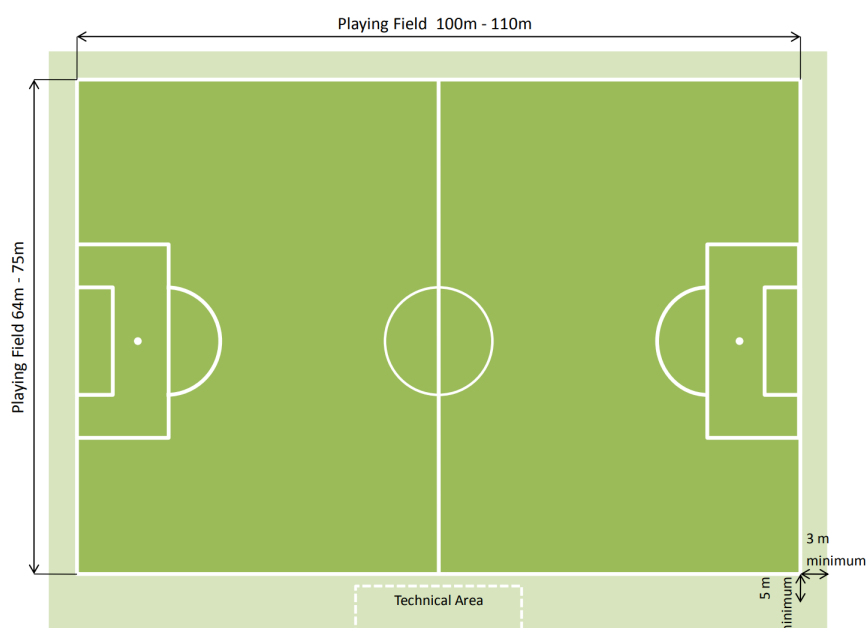


Juniors and Seniors

Corner flags are compulsory and are required at the junction of the touch line and goal line on every field.

Half way flags are optional and should be located no less than 1 metre off the touch line directly in in-line with half way.

Flag posts are to be no less than 1.5 metres high and adhere to the requirements listed in the FIFA Laws of the Game.



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In Case of any Medical Emergency

Call Hatzolah 1800 613 613



PLAYERS DETAILS

Player	Phone	Parent	Injuries	Allergies

OTHER IMPORTANT PHONE NUMBERS

Name	Phone	Comment

DUDE, WHERE'S MY GOALS?



Hi there!

Here is an easy checklist of where to find or set up your goals for your game at Caulfield Park. (Refer to the Caulfield Park fields map for ground numbers.)



Where's my goals?

- **U8 – U9 teams** play on the Mini Fields. They use the permanent 3 metre goals.
- If your team is allocated to field 3, X or Y, then nets will need to be put up on the permanent goals. All nets and tools will be in appropriately marked wheelie bins outside the centre grey brick pavilion (the bunker).
- Goals must be set up at least 15 minutes prior to your team's game kick off time.
- All goals nets and tools must be returned and placed in the wheelie bins and delivered to the bunker at the end of the game, unless there is a game following yours. Check the ground allocations prior.
- **All U10 – U13 teams** will be playing on field 6, this is a new trial for this year. Field 6 will be marked into half fields, so that you can use one of the two 5 metre goals that we have.
- The 5 metre goals for this field are located in the garage at the big pavilion, these goals are to be setup by the first teams of the day and returned to the garage by the last teams of the day. This also includes the sandbags that are in the wheelie cart.
- Flags can be found at the centre grey brick pavilion (the bunker) and must be returned by the last teams, who also return the goals.
- **U14 – U18 teams**; If your team is allocated to field 4 or 5, then nets will need to be put up on the permanent goals. All nets and tools will be in appropriately marked wheelie bins outside the centre grey brick pavilion (the bunker).
- Goals must be set up at least 15 minutes prior to your team's game kick off time.
- All goals nets and tools must be returned and placed in the wheelie bins and delivered to the bunker at the end of the game, unless there is a game following yours. Please check the ground allocations prior to your game start time.

- In some cases when you arrive at your game your nets will have been set up by previous parents. Your team may need to Disassemble them and return them after your game.
- Check the match day ground allocation list to see if your team needs to put nets up or down on the day. This list is sent to every Team Manager prior to the weekend. **It can also be found on Team App.**
- For parents that have done all of this before, you can help out the first timers. With a smile of course!

Don't forget that NO PEGS are allowed on field 5, 6 or 7.





FOR MINI ROOS U7 – U11

Instead of referees we call them Game Leaders



CLUB FOOTBALL GAME LEADER

Each game is to be controlled by one Game Leader. The main role of the Game Leader is to keep the game moving fluently, limit stoppages and assist players with all match restarts. Most importantly, they must make every effort to create an environment that ensures that the players have fun, are learning the game and have maximum involvement.

The Game Leader can be a club official, parent, older child/player or beginner referee and should always be enthusiastic and approachable. Most importantly, remember the children are learning the game – be flexible and patient.

THE GAME LEADER SHOULD

Encourage all children to have fun and different children to take re-starts

Discourage players from permanently over-guarding the goal

Use a "Ready, Set, Go" prompt to encourage quick decisions when restarting play

Ensure the opposing team is at least 5 metres outside the penalty area for all goal line restarts;



Ensure the correct number of players are on the field

Check all players are wearing shin guards

Encourage children to dribble or pass ball to team mates rather than kick the ball long



The main role of the Game Leader is to keep the game moving fluently, limit stoppages and assist players with all match restarts





FOR MINI ROOS U7 – U11

Instead of referees we call them Game Leaders



THE GAME LEADER SHOULD

Ensure team officials and parents create a safe enjoyable and positive playing environment for the children;

Award free kicks as appropriate to help children learn the rules and consequences of committing fouls;

Let the game flow and give instruction to all players on the run where you can;

Be enthusiastic and approachable



Encourage children to be involved in all aspects of the game, attacking and defending;

Explain the rules to players and why a free kick has been awarded;

Praise and encourage both teams;

For more information on ALDI Mini Roos go to www.playfootball.com.au/miniroos



The main role of the Game Leader is to keep the game moving fluently, limit stoppages and assist players with all match restarts

WHERE'S MY REF ?



Hi there!

I am here to help you find your referee on match day

WHERE'S MY REF?

All games, U12 and above, should have an FFV appointed referee in attendance

- At Caulfield Park there is a designated and signed "referees rooms" at the CENTRE grey brick pavilion. You must meet your ref there before the game.
- However sometimes they don't show up for the game. Here's what to do if they don't.
- **HOME GAMES**
The home team, in this case MFCC, needs to appoint a parent as a ref in agreement with the opposition. Maybe your parents know nothing about football so you may agree on allowing the opposition to supply the ref.
- Either way in the kiosk you will be able to get a whistle and 2 red flags. They must be returned after the game.
- The white score sheets should then be handed into the kiosk at the end of the game.
- Alternatively the kiosk may have a list of refs that live in the area. Check at the kiosk and call the refs on the sheet as they may want to fill in.
- **AWAY GAMES**
The same rules apply but in this case it is up to the opposition to supply a parent ref unless they know nothing about football etc.
- Your opposition will need to supply flags, a whistle and will need to take care of the report sheet too.
- **Very Important**
Unfortunately some parents can get quite irate about referee decisions and especially if there is no FFV ref in attendance.
- If at any time you feel unsafe or you feel that the players are unsafe then call off the game and walk off. It is not worth getting into fights over decisions.



DUTIES OF A LINESMAN



Hi there!

I am here to help you understand the duties of a linesman for your child's game

LINESMAN DUTY ON MATCHDAY

For teams U12 and up only.

- The linesman is also known as the assistant referee.
- If you have been chosen as your team's linesman for the day, this is what you need to do.
- When the referee enters your field of play before the kickoff go up to him/her and make yourself known as your teams linesman.
- He/she will tell you what side of the ground they want you on and will give you a flag.
- The ref will let you know what they expect of you.
- Go to the side indicated (then swap in the second half) and wait for kickoff.
- You will more than likely be expected to put your flag up when the ball has gone out; with your flag indicate which team gets the throw in; put your flag up if you think there has been an off side infringement (if you are not confident with the off-side rule let the ref know before the game and he will tell you what to do); sometimes the ref will wave away the offside and continue play if they think it appropriate.
- Once play has started you must keep yourself in line with the second last defender on the field (the goal keeper is usually the last defender), so you need to run up and down quite a bit following that line.
- Also don't go past the half way mark, which is your boundary.
- Really being the linesman for the day is a great way to get some outdoor exercise.



Enjoy the game!

GROUND MARSHALS DUTIES ON GAME DAY

PRE-MATCH CHECKS



- Ground Marshal is an adult (Must be 18 years or older)
- Ground Marshals must wear a high visibility vest and be visible at all times
- High visibility vests can be obtained from your Team Manager (each TM is given two at the beginning of the season) or from the kiosk at Caulfield Park.
- There should be a Ground Marshal for each team on the field
- Safety checks. Ensure 4m clearance from pitch to dangerous objects such as trolleys, ladders, bikes, prams, etc.



SPEAK TO OPPOSITION TEAM

Introduce yourself to opposition team officials and be their point of contact with NCMFC.

Explain where the refs room, toilets, change rooms, etc are.



All supporters should stand outside the technical area that contains the players and team staff or if possible on the opposite side of the ground.



The main duty of the Ground Marshal is to support the referee with his/her requests

GROUND MARSHALS DUTIES ON GAME DAY

Ground Marshal Duties



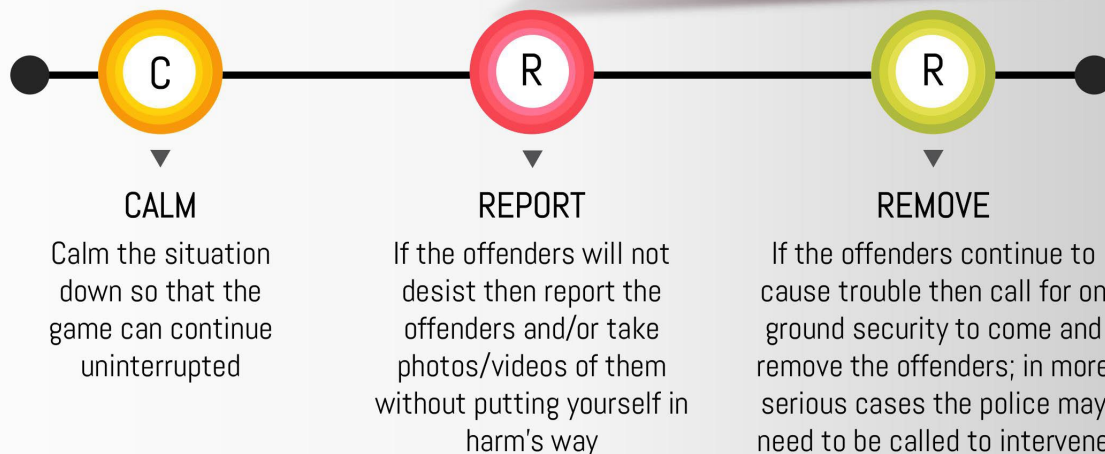
- If an official FFV referee is appointed to your game (U12 and up) the ground Marshal must escort the referee from the ref's room to the pitch. Also back in at half-time and again after the match. Without an official escort the FFV ref is within their rights to call the game off.
- Ensure all supporters stand outside the technical area that contains the players and team staff or if possible on the opposite side of the ground.
- Keep the exclusion zone (1.5m from side-line) clear of people (including coaches), bags, dogs, etc. *Only linesmen are allowed inside. And players during an interchange.*
- Keep the area between the technical areas clear. Only ground marshals allowed.
- When the spare ball is called for, send someone to retrieve the first ball and bring it back to the halfway mark. *If it happens a lot, appoint a player or two as ball retrievers.*
- Ensure that rubbish and lost property is cleared from the ground at the completion of the game.
- Control bad behaviour. Ask the offender calmly and respectfully to take it easy. If it continues ask that team's coach to fix it. If it is the coach, then ask their TM or ground marshal to help. If the situation escalates:
 - Get one or more of the parents to video it on their phone [important!]
 - Take care of the ref's safety
 - Withdraw the North Caulfield team from the match



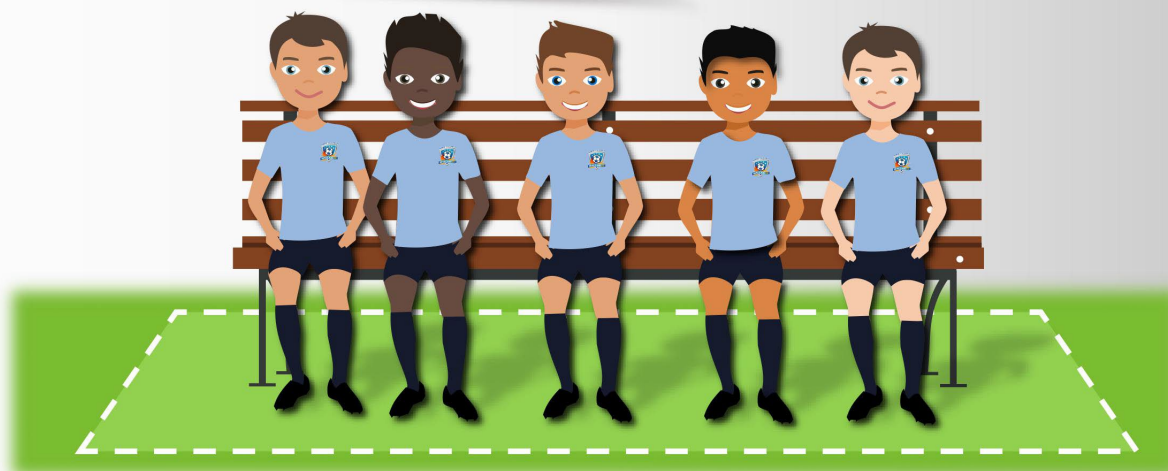
The main duty of the Ground Marshal is to support the referee with his/her requests

GROUND MARSHALS DUTIES ON GAME DAY

Control Bad Behaviour off the field



What is the technical area in football?



A technical area in football is an area which the coach, other coaching personnel, and player substitutes are allowed to occupy during a match. The technical area includes the bench (players seating) and a marked zone adjacent to the playing field. Note that seating in the technical area is for players and staff only. Not for spectators.



The main duty of the Ground Marshal is to support the referee with his/her requests



CHEVRA

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**In Case of any Medical
Emergency**

Call Hatzolah 1800 613 613

 **Gary Peer**