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# 2024

## Futsal Ballarat

### Team Manager Handbook

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## 1. Overview

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### 1.1 Welcome

Futsal Ballarat welcomes you and your team to the 2024 Futsal Ballarat competition.

This handbook includes the season calendar outlining which days we will/won't be facilitating competition days, along with all key information you will require as the team manager.

In addition to this, there is the Competition By-laws which applies to all teams and players entering any Futsal Ballarat competitions and programs. It is the team managers responsibility to ensure that all players are fully aware of the rules of the competition.

By registering a team into a Futsal Ballarat competition, all players have read and agreed to comply with the Competition By-laws and FV Football Disciplinary regulations which govern them.

### 1.2 Objectives

- To provide a safe and enjoyable futsal experience for everyone
- Uphold the FIFA standards of "Fair Play" by players, coaches, officials and spectators
- Provide a defined pathway to representative levels of futsal

### 1.3 Definitions

<b>FV</b>	Football Victoria
<b>FA</b>	Football Australia
<b>FIFA</b>	Federation International Football Association
<b>Participants</b>	Includes the Teams, Players, Match Officials, Team Officials and any person conducting a duty on their behalf

### 1.4 Contact Details

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General Manager

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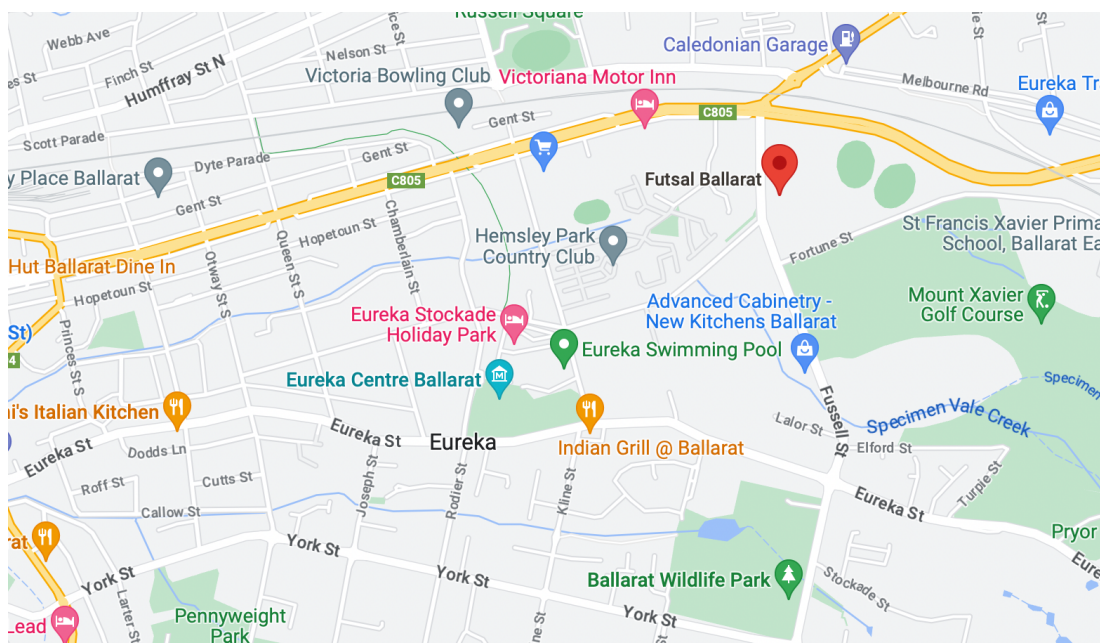


## 2 Venue Information

### 2.1 Venue Locations

#### 2.1.1 Ballarat East Recreation Centre (Woodman's Hill SC)

Address: 1 Fussell Street, Ballarat East VIC 3350



#### 2.1.2 Ballarat High School

Address: 1726 Sturt Street, Lake Gardens VIC 3350



### 2.1.3 Federation University

Address: University Drive, Mount Helen VIC 3350



Court 1      Q Building

Court 2      P Building



## 2.2 Venue Programs

### 2.2.1 Woodman's Hill Secondary College

Monday	Girls Only Junior Competition & Ballarat Futsal Club Academy program (Girls)
Tuesday	Junior Competition (Under 6 – 9)
Wednesday	Junior Development Training Programs & Senior Mens Competition
Thursday	Ballarat Futsal Club Academy program (Boys)
Friday	Youth Competition (Under 13 – 17)

### 2.2.2 Ballarat High School

Saturday	Junior Competition (Under 6 – 12)
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### 2.2.3 Federation Univeristy

Tuesday	Junior Competition (Under 10 – 12)
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## 3 Competition Information

### 3.1 Days of Competition

The seasons will be facilitated semesterly and will conclude with a finals series for secondary school & senior competitions and a gala day for our primary school competitions.

#### Term 1, 2024

Day	Competition	Regular Season		Finals / Gala Days	
		First Game	Last Game	Week 1	Week 2
Monday	Girls Only	29 <sup>th</sup> January	25 <sup>th</sup> March	N/A	N/A
Tuesday	Primary	30 <sup>th</sup> January	26 <sup>th</sup> March	N/A	N/A
Wednesday	Senior Men	31 <sup>st</sup> January	27 <sup>th</sup> March	N/A	N/A
Friday	Youth	2 <sup>nd</sup> February	22 <sup>nd</sup> March	N/A	N/A
Saturday	Primary	3 <sup>rd</sup> February	23 <sup>rd</sup> March	N/A	N/A

#### Term 2, 2024

Day	Competition	Regular Season		Finals / Gala Days	
		First Game	Last Game	Week 1	Week 2
Monday	Girls Only	15 <sup>th</sup> April	17 <sup>th</sup> June	24 <sup>th</sup> June	N/A
Tuesday	Primary	16 <sup>th</sup> April	11 <sup>th</sup> June	18 <sup>th</sup> June	25 <sup>th</sup> June
Wednesday	Senior Men	17 <sup>th</sup> April	12 <sup>th</sup> June	19 <sup>th</sup> June	26 <sup>th</sup> June
Friday	Youth	19 <sup>th</sup> April	31 <sup>st</sup> May	14 <sup>th</sup> June	21 <sup>st</sup> June
Saturday	Primary	20 <sup>th</sup> April	1 <sup>st</sup> June	15 <sup>th</sup> June	22 <sup>nd</sup> June





## 3.2 Days of NO Competition

There will be no Futsal played during School and Public Holidays. Friday night competitions are not facilitated at the start of School and Public Holidays to allow families to leave for their holidays.

### 3.2.1 School Holidays

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**Term 1:** Friday 29<sup>th</sup> March – Sunday 14<sup>th</sup> April

**Term 2:** Friday 28<sup>th</sup> June – Sunday 14<sup>th</sup> July

School holidays are based off the Education Department's website. This can be found at <https://www.education.vic.gov.au/about/departments/Pages/datesterm.aspx>

### 3.2.2 Public Holidays

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Public holidays are based off Business Victoria's website.

Monday 11 <sup>th</sup> March	Labour Day
Thursday 25 <sup>th</sup> April	ANZAC Day
Monday 10 <sup>th</sup> June	Kings Birthday

## 4 Fees

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### 4.1 Individual Player Registration

All players must register to "Futsal Ballarat" at [www.futsalballarat.com.au/competitions/player-registration/](http://www.futsalballarat.com.au/competitions/player-registration/)

The 2024 registration fee is \$150 per player and covers players until 31 December 2024. Information regarding the insurance that this covers can be found at [www.gowgatesport.com.au/football/](http://www.gowgatesport.com.au/football/).

The player registration fee is inclusive of:

- Player Insurance
- Public Liability
- Affiliation to Futsal Ballarat, Football Victoria & Football Australia

Player registration fee must be paid prior to the player competing in a Futsal Ballarat competition. Players will not be allowed to play unless they hold a current player registration.



## 4.2 Game Fees

Competition	Weekly Fee
Under 6 – Under 10	\$70.00
Under 11 – Under 18	\$80.00
Seniors	\$90.00

All game fees must be paid in advance for the term. Some terms will differ in the number of weeks due to public holidays, so the termly fee is calculated by the number of weeks x weekly fee for that division.

Team managers will be invoiced the term fee and this can be either paid in cash at the first game week or through the online methods on the invoice.

## 5 Team Manager Responsibilities

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Each team must have a team manager. The team manager is responsible for;

- Acting as the centralised point of communication between Futsal Ballarat and the Team
- Collecting and paying team fees
- Ensuring that every team member knows the rules of the competition
- Ensuring the players of the team all wear the appropriate uniform
- Notifying the team of the playing times
- Ensuring that fair play is upheld and safety of the team is maintained
- Handling all issues, disputes and complaints on behalf of the team
- Ensuring all players are eligible to play

## 6 Venue Conditions

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- No smoking or vaping is permitted inside venues
- No alcoholic beverages are permitted inside venues
- No animals are permitted inside venues (exception for guide dogs and certified care dogs)
- All facilities, i.e. Change rooms etc shall be left in a clean and tidy condition by all patrons
- No spectators are permitted onto the playing field. Only players, coaches and Team Manager
- Persons causing any damage to the venue and or its fittings and fixtures will be held responsible for all costs.





## 7 FV CODE OF CONDUCTS

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Futsal Ballarat has a Zero Tolerance Policy for abusive or offensive behaviour. Any team, player, coach or spectator that is involved in any Physical or Verbal altercation, either inside the facility or surrounds will be ejected from the venue and sanctioned from playing or attending Futsal Ballarat competitions.

All participants in our sport have a responsibility to promote respect and good behaviour to ensure our game is free from all forms of bullying and abuse, and that it is played in a competitive and fun environment.

### 7.1 Spectators & Parents

#### Overview

All spectators and parents must demonstrate good quality behaviours that provide a welcoming environment within our sport.

#### Responsibilities

All spectators attending a match or otherwise involved in any activity must:

- Respect the decisions of match officials as being fair and called to the best of their ability and teach children to do the same.
- Respect the performances and efforts of all participants including players, coaches and officials.
- Never ridicule or scold a child for making a mistake or losing a game.
- Remember that your child and all players participate in the sport of football for their enjoyment and not yours.
- Respect the rights, dignity and worth of every person regardless of their gender, ability, race, colour, religion, sexual orientation, language, politics, national or ethnic origin.
- Demonstrate appropriate social behaviour by not using foul language or harassing players, coaches, or officials.
- Never use violence in any form towards another person including fellow spectators, players or match/team Officials.
- Not engage in acts of discrimination, harassment, or abuse towards any person, including:
  - the use of obscene or offensive language and/or gestures; and/or
  - the incitement of hatred or violence.
- Not enter or attempt to enter the field of play or playing arena without lawful authority.
- Always respect the use of facilities and equipment provided.
- Refrain from any disorderly conduct or conduct that may injure the reputation and goodwill of the club and the code of football and futsal generally.



## 7.2 Players

### Overview

All players must abide by this Code of Conduct and demonstrate behaviours that promote a welcoming environment within our sport.

### Responsibilities

- Participate for your own enjoyment and benefit.
- Respect all other participants and the rights and worth of every person regardless of their gender, ability, cultural background, or religion.
- Play fair, play by the rules, and play to the best of your ability, always.
- Be a good sport, displaying modesty in victory and graciousness in defeat.
- Respect the equipment and facilities provided to you as part of your program.
- Be honest with your coach concerning illness and injury, and your ability to train and play.
- Never yell at, ridicule, or criticise other participants. They are all trying their best.
- Cooperate with your coach, teammates, referees, and opponents. Without them, there would be no competition.
- Respect and follow the directions of your team officials and match officials.
- Do not argue with the match official. If you disagree, have your captain or coach approach the match official during a break in play or after the match is concluded.
- Control your temper. Verbal abuse of officials or other players, deliberately distracting or provoking another person is not acceptable or permitted in any sport.
- Be respectful whether you win or lose. Shake hands with the other team and match official at the end of the game.
- If you feel unsafe or uncomfortable at your club speak to someone you trust.



## 7.3 Coaches & Team Managers

### Overview

Every participant in our sport has a role to play in ensuring that the game is free from all forms of bullying and abuse, and that it is played in a competitive and fair manner.

All participants in our game have a responsibility to promote respect and good behaviour. As leaders, Coaches and Team Managers must demonstrate the behaviour that they expect their players and spectators to follow.

### Responsibilities

- Place the health, safety, and welfare of the participants above all else.
- Respect the rights and worth of every person, regardless of their age, race, gender, ability, cultural background, sexual orientation, or religion.
- Remember that children play for fun and enjoyment and that winning is only part of their motivation and development.
- Never ridicule or yell at players for making mistakes or losing a game.
- Teach your players to abide by the rules and Laws of the Game and to play within the spirit of the game.
- Develop and enhance respect between players, opposition coaches and Match Officials, including by respecting decisions by Match Officials.
- Ensure that equipment and facilities meet a reasonable safety standard and are appropriate to the age and ability of the players.
- Modify your approach to suit the skill levels and needs of players.
- Be reasonable in your demands on younger players' time, energy, and enthusiasm.
- Any physical contact with a person should be appropriate to the situation and necessary for the person's skill development.
- Do not smoke or consume alcohol whilst supervising team members.
- Do not tolerate abusive, bullying, or threatening behaviour.
- Follow the advice of a physician, or listen to your player, when determining the extent of a player's injury and their return from injury to training and game scenarios.
- Help each individual (player, official, etc.) reach their potential - respect the talent, developmental stage and goals of each person and encourage with appropriate, positive and supportive feedback.
- Remember the actions of yourself and your team is reflective of the perception others take away with them.

