

# St Paul's McKinnon Junior Football Club



## Club information booklet

February 2016

St Paul's McKinnon Junior Football Club (SPMJFC)  
Incorporated

ABN 16 896 263 931

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## 1. Club contact details

<b>Club name:</b>	St Paul's McKinnon Junior Football Club
<b>ABN:</b>	16 896 263 931
<b>Address:</b>	PO Box 718, Bentleigh East, Vic 3165
<b>Ground and clubrooms:</b>	McKinnon Reserve, Corner Tucker and McKinnon Roads, McKinnon (Melways reference 68 G11)
<b>Email:</b>	secretary@stpaulsjfc.com.au
<b>Website:</b>	www.stpaulsjfc.com.au
<b>Facebook:</b>	<a href="https://www.facebook.com/stpaulsmckinnon">https://www.facebook.com/stpaulsmckinnon</a>
<b>Twitter:</b>	@stpaulsmckinnon

## 2. Definitions

<b>Committee:</b>	The elected committee members of the St Paul's McKinnon Junior Football Club (see full listing at end of the document)
<b>Football manager:</b>	Manage the operations of the Football department
<b>Football department:</b>	Administer the day to day running of the Club's on field activities and to provide support and training for all Club coaches and officials
<b>Modified rules:</b>	Competition played by age groups U8 to U10 mixed and U11 girls with modified rules
<b>SMJFL (The League):</b>	South Metro Junior Football League
<b>The Club:</b>	Means St Paul's McKinnon Junior Football Club (SPMJFC)

## 3. President's welcome

On behalf of the St Paul's McKinnon Junior Football Club Committee and myself, I would like to welcome you on board for the 2016 season. To those that have joined our club for the first year, welcome to our club and we hope to enjoy the company of you and your family for years to come.

The Motto of St Paul's McKinnon JFC is Football – Families – Fun.

We draw most of our families from the McKinnon, Bentleigh and East Bentleigh community and place an emphasis on family and social development.

Our ultimate aim is to have kids on the football field playing the game they (and we!) love.

Season 2016 will be the second year we are running the Auskick under the umbrella of the Junior club at McKinnon Reserve. The move to McKinnon Reserve was a huge success last year and it was fantastic to see our football future swarming over Oval 2 on a Saturday morning. We are confident the numbers at Auskick will continue to grow this coming year; these budding footballers are the stepping-stone to the future of our club.

This year we are looking at fielding at least 11 teams from under 8's to under 17's, with the hope of establishing a girls team. With the growth of girls football the SMJFL has announced a new all-girls U9 competition to help more girls make the transition from Auskick to junior football. This is in addition to the existing U12, U15 and Youth Girls competition.

The lifeline and success of a community club like ours is volunteers. Your participation in any small way will ensure your son/daughter will continue to enjoy a vibrant and passionate club culture.

The committee and I look forward to seeing you all back down at McKinnon Reserve in 2016. As this is my first year as President please come over and say hello.

Go Demons! ..... George Wagner, President

## 4. Statement of purpose

Synopsis taken from our Club's Constitution established in March 2003:

- Promote and encourage the game of AFL.
- Provide for any and all children from the local and surrounding area with the means and a venue to participate in a team sport activity in a family orientated community sporting club environment.
- Nurture and encourage the social and physical development that comes from playing a team sport in a club environment.
- Field teams in a wide range of age groups.
- Promote friendship, courtesy and sportsmanship in competition between players and other clubs.
- Affiliate and/or associate with other bodies in the playing and advancement of AFL.
- Uphold the Codes of Behaviour for club officials, players and parents in line with guidelines established by the Australian Sports Commission.

The Constitution covers the following, and is available from President if members would like to review it:

- membership types/qualification, fees and registers
- discipline, suspension and expulsion of members
- dispute and mediation processes
- annual and special general meetings processes
- committee management and office holders
- funds management and Club seal
- records and policy management

## 5. Policies and guidelines

SPMJFC is committed to the highest standards of behaviour from players, coaches, officials, parents and supporters.

We have a number of policies and guidelines that meet the AFL's Quality Club criteria. These policies cover:

- Code of conduct - every coach, official, player and at least one parent must sign the Club's Code of Conduct. The Code of Conduct is consistent with the MJFL's Code of Conduct, which itself is based on AFL Victoria's general expectations of conduct and behaviour.
- Jumper return - commitment from the player and parent to return the jumper at the end of the season.
- Coaches agreement - is a mandatory and enforceable code of conduct that each team coach signs when accepting a coaching position with SPMJFC.
- Playing time - outlines the policy regarding the playing time for each age group.
- Awards and representation selection policy - outlines the policy regarding Club awards, voting procedures and representative squad selection.
- Playing registration - guidelines around the criteria the Club use to determine whether players are accepted; how the Club manage the teams if there are more than 24 players per team as well as registration fee guidelines.
- Team selection - outlines the Club approach to team selection.
- Working with children checks - policy outlining the Club's requirements for WWCCs.
- Alcohol management, doping and anti-drug - covers the responsible use of alcohol by the Club.
- Safe transport - guidelines covering the Club's approach to managing safe transport in relation to alcohol.
- Smoke free environment - outlines the Club's responsibilities for ensuring a smoke free environment.
- Vilification and discrimination tolerance - the Club's commitment to an environment which promotes racial and religious tolerance.
- Extreme weather policy - outlines our approach managing play in certain weather conditions.

- [Privacy](#) - outlines the Club's privacy policy.

Refer to the Policies and guidelines document on our web site for all the policies.

## 6. Club information

### Key 2016 season dates

Date	Day	Event
February 21	Sunday	Registration Day from 10am to 12pm at McKinnon Reserve Clubrooms
April 15	Friday	Season launch at the Club rooms from 5.30pm Club merchandise as well as pizza/drinks will be available for purchase
April 17	Sunday	Round 1 - see Appendix 1 for a full list of the SMJFL 2016 season dates
April 23	Saturday	Auskick season starts
May 1	Sunday	Demon of the Month (1) at the Clubrooms from 5:30pm
May 29	Sunday	Demon of the Month (2) at the Clubrooms from 5:30pm
June 17	Friday	Parent's Social Night (Clubrooms)
July 10	Sunday	Demon of the Month (3) at the Clubrooms from 5:30pm
July 31	Sunday	U8 and U9 Lightning Carnival celebrations at the Clubrooms
August 13	Saturday	Auskick presentation day and photos
August 7	Sunday	Demon of the Month (4) at the Clubrooms from 5:30pm and U10 Lightning Carnival celebrations

Matches are always on a Sunday, and generally the younger teams play in the morning and older teams in the afternoon.

### Registration

- 21 February 2016, 10am – 12pm at McKinnon Reserve Clubrooms.
- Computers will be set up at the Clubrooms to guide you through the online registration system.
- If you are new to football, please bring a photocopy of your child's birth certificate for our records.
- In order to play U8 football, children must be 7 years old by December 31.

### Fees

- For all registrations prior to midnight 21 February 2016, the fees are \$160 for the first child (including a free merchandise item) and \$120 for subsequent children in the same family.
- These fees increase by \$40 and \$10 respectively effective after 21 February 2016.

- Registrations fees must be paid at the time of registration to be considered fully registered.
- Due to insurance, **all fees must be paid in full before the season starts, otherwise the child will not be permitted to play.**
- If for any reason your child decides they no longer want to play football we would be happy to discuss pro-rata reimbursement options with you.

### Uniforms and equipment

- All registered players receive a playing jersey on loan for the season. All families will be required to complete a jumper return policy form promising to return the jersey at season end or pay a fee.
- All players need to purchase blue (home) and white (away) shorts as well as team socks. These items can all be purchased from our Uniform co-ordinator (Justine Byrnes) and we will have this stock available on days such as Registration Day and Season Launch as well as a number of training sessions (see photos below of uniform). Other optional items are jumpers, jackets, bags, beanies.
- Skin coloured skins are allowed to be worn on game days but are not mandatory.
- Correct uniform must be worn for all games.



### Club facilities

- The Club is based at McKinnon Reserve in McKinnon (corner of McKinnon and Tucker Roads) and has two large grounds with lights, four change rooms, a canteen and a large function room with bar and food facilities. There are public toilets in the back as well as toilets in the Clubrooms.
- These facilities belong to Glen Eira Council and we share them with the St Paul's (Doggies) Senior Club.
- The Doggies typically practice on Tuesdays and Thursdays and play on Saturdays, whereas we anticipate the junior club will practice on Wednesdays and Fridays and play on Sundays (pending council approval).

### Parental involvement

The SPMJFC is a community based Club and as such is run by volunteers and welcomes parental involvement in all aspects of the Club – from running the teams to management of the broader Club.

It is however a non-negotiable condition of registration that:

- parents and players sign our Code of Conduct (summarised in the Policies and guidelines section).
- parents agree to undertake specific game day duties on a rostered basis (e.g. runner, boundary and goal umpires, score keepers, canteen duty for home games etc.).
- parents are to be in attendance (or have nominated a responsible adult to act on their behalf who accepts this responsibility) to supervise their children at all times, including during training, game days and social functions. Children are not to be left unattended.

## **Association rules**

The SPMJFC competes in the Southern Metro Junior Football League (SMJFL) which operates in South-East Melbourne and has teams as far south as Mordialloc and as far east as Waverley and Prahran to the North. SPMJFC adheres to all the SMJFL rules and regulations.

Information on these rule and regulations can be obtained from the SMJFL website at [www.smjfl.com.au](http://www.smjfl.com.au).

## **Training**

Every team will have one training session per week during the season generally on a week day (except Auskick held on a Saturday morning), which is determined at the beginning of the season – the day/time and length of the session is dependent on the coaching team and player availability.

The focus for each training session is on building physical fitness and skills development within a supportive team environment. Parental involvement for the younger team training sessions is encouraged.

Only registered players of the team can train with their team, much the same as game day, i.e. younger siblings or friends cannot train in these teams for safety and insurance purposes, and this includes younger siblings or friends which may be registered in another team. Any exception must be approved by the Club President and Executive.

With the large number of teams within our Club, there may be multiple teams training at the same time. Each team is expected to show courtesy to others, and coaching staff are to work together to utilise the facilities to maximise coaching requirements of all teams.

The Committee and Glen Eira council reserve the right to cancel training to protect the playing surfaces.

## **First aid and health and safety**

SPMJFC takes its health and safety obligations seriously – the safety of our kids is of utmost importance.



Provision and facilities include:

- a designated First Aid co-ordinator(s) who oversee the First Aid for all teams.
- every team has a dedicated first aid officer (generally a parent). These parents are required to have the minimum training needed which the Club pays for.
- we also do our best to ensure there is always a first aid officer present at all training sessions.
- the Club has invested in a defibrillator which is located in the Clubrooms.
- although it's no longer a SMJFL requirement, SPMJFC still insist on having a Level 1 First Aid officer present at all home games.
- there are emergency gates at McKinnon Reserve to allow ambulances to enter the ground.
- all players must wear mouth guards during games and at training.
- helmets are optional but encouraged for all age groups.

### **Coaching and official team appointments**

SPMJFC is committed to the highest standards of coaching, and all coaches are accredited Level One coaches, as per the SMJFL requirement.

The Club covers the cost of coaches incurred in achieving Level One accreditation. The Club actively encourages higher levels of accreditation and will support coaches in this activity on a case by case basis.

Each team has the following official roles:

- Coach – all coaches need to submit a coaching application form to the Club Secretary and these applications are reviewed and decided upon by the Football Department. All coaches in the SMJFL must have a minimum current level 1 AFL Coaching Accreditation. The coaching position can be held for a maximum of 2 years per appointment.
- Assistant coach – works closely with the Coach to help develop all players.
- Team manager – oversees all team communication, organisation and match day paperwork.
- Runner – delivers messages to players on the field from the coach/ assistant coach.
- Trainer – all teams must have a trainer who holds a minimum Level 1 First Aid qualification with a CPR component that is updated every 12 months.
- Umpire escort – escort the field umpires to and from the ground at the commencement of the match, at half time and at the conclusion.
- Club umpire (Modified Rules only) – each team must supply an umpire who has completed the necessary SMJFL training.
- Water carrier – deliver water to the players during the match.

Our web site details the responsibilities of each role (see Policy and guidelines > Game day duties).

People filling these roles are required to have a Working With Children Check (WWCC) in addition to all Club Committee members.

The Team Manager has a handbook that outlines the responsibilities of the above roles, and the Club have a number of templates to assist with execution of the roles.

Parents interested in filling these roles need to express their interest to the Team Manager who will be filling these roles each week.

Remember that these roles are all undertaken by volunteers so they warrant respect and support.

### **Communication channels**

The primary communication channels the Club utilises are:

- the Club's web site – this has lots of useful information about the Club as well as activities and results. The address is: [www.stpaulsjfc.com.au](http://www.stpaulsjfc.com.au).
- weekly newsletter – distributed softcopy to all members which includes a overview from the President on the past week's activities as well as a summary from each team on their weekend's results (as well as social activities, sponsor updates etc.).
- there are also SPMJFC Facebook and Twitter pages.

In addition the Team manager will have an email distribution list that they utilise for team specific communications.

### **Awards**

#### Weekly participation awards

The Club through the goodwill of its sponsors provide a number of awards to each team every week.

These are intended as encouragement awards to recognise the efforts and achievements of all players, regardless of their skill level and are distributed evenly to all children throughout the season.

#### Demon of the month (DOTM)

This is a special award that is held in high regard by our Club and is essentially a team spirit award, as opposed to recognition of a high level of football specific skills. Award winners demonstrate behaviours related to respect, teamwork and good training/playing ethos.

The DOTM is selected by the coaching staff and awarded at monthly all Club social events.

#### Best and fairest

At the end every home and away game the coaching staff independently allocate votes to the top 5 players for each game.

These votes are placed into a sealed envelope and kept confidential until they are tallied at the end of the season and count towards the top 3 best and fairest winners. Winners of the 4<sup>th</sup>, 5<sup>th</sup> and 6<sup>th</sup> places are also allocated awards at the Coach's discretion and may be called by other names, e.g. best team member, most courageous, coaches award etc.

### Game Milestones

Through Sporting Pulse we can track number of games played, namely 50 and 100 games milestones. Families will be notified when their child is approaching this milestone and we have Club banners available for children to celebrate this achievement in front of their team and families.

### **Presentation day**

The Club holds a major presentation day in the Club rooms at the end of the season, after the completion of the finals series for all age groups, and all families are encouraged to attend.

Keep an eye on the newsletter as the date (and times) will be communicated well in advance.

Each team is allocated a time where the team coaching group award players with the participation and best and fairest awards.

### **Sponsorship**

The costs to operate the Club are significant and we rely on sponsorship to supplement our operating costs, which also enables us to keep registration fees to a minimum.

Sponsorship funds are used for:

- training courses for coaches and first-aid trainers
- replacement of training and game day equipment including footballs and first-aid supplies
- purchasing playing jumpers
- subsidising Club apparel to all new players
- awards and trophies for the kids

We have a number of sponsorship options available including:

- team sponsor – naming rights for a age group team
- club sponsor
- community partner

Each option offers a range of promotional opportunities to our football community which deliver a good marketing value proposition.

The Club are always open to new sponsorship partnerships, so if you know of a potential sponsorship opportunity then please contact the Club President or Sponsorship and marketing coordinator (details at the end of the document).

### **Social functions**

The Club has a strong community and family focus and as such there are a number of social functions throughout the season.

These functions are detailed in the weekly Club newsletter that is distributed soft copy each week during the season.

The Club encourages families to attend the social functions as it's a great way to meet and foster new friendships for you and your children as well as support the Club.

### **Team photos**

Every year the Club organise a professional photographer to take team and individual photos.

The date varies (depending on Clubroom and photographer availability) but it is expected that all players, coach, assistant coach, runner, first aid and team manager be in attendance.

Details of the day/time (when known) will be communicated in the weekly newsletter.

### **Club Song**

Our Club has a song which is traditionally sung after a winning match. The words are:

Everywhere we go, everywhere we go  
People want to know, people want to know  
Who we are, who we are  
Where we come from, where we come from  
So we tell them, so we tell them  
St Paul's Demons  
The mighty mighty Demons, yeah!!!

### **Grievance procedure**

At times parents (and children) may have issues relating to their footy that need to be raised and addressed with the coaching staff and/or the Committee.

The Club have a number of policies and guidelines intended to provide guidance to Club members which are available from the Club's web site.

Parents are encouraged to discuss the issue with the coaching staff initially (at a suitable time, i.e. not during a game) and if the issue cannot be resolved, then escalate the issue to the Club President.

### **Auskick**

Auskick is a program for 5 plus year olds with the aim of developing the skills of AFL in a fun and safe environment. The program welcomes boys and girls and children need to be 5 years old to participate in the program (although some 4 year olds just can't wait!).

The Valkstone St Paul's/McKinnon Auskick centre runs on a Saturday morning from 9am to approximately 10.30am. Parents are involved across the board in activities such as at running skills drills, as coaches and supervisors,

administrators, helpers, coordinators and first aid officers, although all sessions are conducted by qualified Auskick coaches.

Each child registered in Auskick receives a bag of football related goodies that they love.

The Club has always had a strong relationship with Valkstone Auskick and in 2016 this is strengthened with Valkstone Auskick training at the Club's McKinnon Road facilities on a Saturday morning.

The Auskick season starts on Saturday 23 April till August, and parents can register and pay online at [www.aflauskick.com.au](http://www.aflauskick.com.au) and by choosing the Valkstone St Paul's/McKinnon Auskick centre. For further enquires contact the Valkstone Auskick Co-ordinator Michelle Petersen at [teamdorey@optusnet.com.au](mailto:teamdorey@optusnet.com.au) or 0402 403 485.

## Committee and team contact details

For more information on our Club feel free to have a chat to any Committee member or team coaching staff.

### 2016 Committee details

Position	Name	Email	Phone
President	George Wagner	gwagner@capitaltransport.com.au	0417 228 322
Treasurer	Nellie Clarke	nellieclarke@bigpond.com.au	0408 163 911
Secretary	Katherine Smith	katherinesmith@hotmail.com	0413 413 233
Assistant Secretary	Nici Lyver	l.nici@yahoo.com	0401 031 108
Registration Secretary	Liz Clements	Elizabeth.Clements@austin.org.au	0412 750 496
Football Operations Manager	Simon Forer	simon@portfolioplanners.com.au	0425 738 794
Sponsorship & Marketing Coordinator	Nerida Wines	nwines@bigpond.net.au	0435 565 601
Vice President / Council & Tenants Liaison Office	Pat Jones	patrick.jones@dulux.com.au	0478 301 711
Incident Manager	Frank Orso	frankorso@live.com	TBA
Newsletter Coordinator	Donna Campbell	d_campbell30@yahoo.com.au	0438 342 897
Social Coordinator	No nominated individual	N/A	N/A
Auskick Co-coordinators	Michelle Petersen	teamdorey@optusnet.com.au	0402 403 485
	George Tsolozidis	George@stackofsnacks.com.au	0418 531 732
General Committee	Glynn Mayne	Glynn_mayne@hotmail.com	0407 836 376
	Chris Hughes	chris@hugeconsulting.com.au	0410 012 377
	Rodney Davis	hotrocketjet@gmail.com	0438 577 200

### 2016 Non-committee roles and details

Position	Name
Website co-ordinator	Brendan Kiely
Bar manager	John O'Brien
Canteen co-ordinator	Maryellen L'Hullier
First Aid co-ordinators	Linda Gore Nadav Golombick
Milestone co-ordinator	Jacqui Goldenberg
Merchandise and equipment co-ordinator	Justine Byrnes
Coffee supplier	Brett Roessler

### 2016 Team coaching details

Team	Coach name	Coach email	Coach ph	Manager name	Manager email	Manager ph
U8	Peter Smith	peter@starfitness.com.au	0409 576 250	TBA	TBA	TBA
U9	Paul Smith	TBA	TBA	Lori-Ellen Behnk	thebehnks@hotmail.com	0404 007 869
U10	Chris Gleeson	gleecj@bigpond.com	0409 777 918	Liz Mayne	Emayne0@gmail.com	0402 286 634
U10	Peter Dunne	Peterdunne07@hotmail.com	TBA	TBA	TBA	TBA
U11	Shane Austin	shaneaustin2@bigpond.com	0427 838 778	Kristy Teal	tealkristy@yahoo.com	0430 355 552
U12	John Rousakis	john@formcraftvic.com.au	0425 844 441	TBA	TBA	TBA
U12 Girls	TBA	TBA	TBA	TBA	TBA	TBA
U13	Sean Sullivan	sullivan.s@optusnet.com.au	0413 176 832	Jacqui Goldenburg	Jkgoldie19@gmail.com	0404 465 679
U13	Jason Edge	TBA	TBA	TBA	TBA	TBA
U14	Mark Jackson	Jackocastle1@optusnet.com.au	0439 955 272	Kate Charlesworth	Daleandkate01@optusnet.com.au	0419 570 905
U15	Danny Byrnes	Danny.Byrnes@cgu.com.au	0401 711 980	TBA	TBA	TBA
U16	TBA	TBA	TBA	TBA	TBA	TBA
U17	Wayne Herbstreit	herbie17@optusnet.com.au	0425 854 844	TBA	TBA	TBA

## 7. Appendix 1 - SMJFL 2016 season dates

Sunday April 17 – Round 1

Sunday April 24 – Round 2

Sunday May 1 – Round 3

Sunday May 8 – Round 4

Sunday May 15 – Round 5

Sunday May 22 – Round 6

Sunday May 29 – Round 7

Sunday June 5 – Round 8

Sunday June 12 – Queen's birthday (No H&A matches) Interleague U13-U15

Sunday June 19 – Round 9

Sunday June 26 – Round 10

Sunday July 3 – School holidays (No H&A matches)

Sunday July 10 – Round 11

Sunday July 17 – Round 12

Sunday July 24 – Round 13

Sunday July 31 – Round 14 & Lightning Carnival U8 & U9

Sunday August 7 – Round 15 & Lightning Carnival U10

Sunday August 14 – Semi Finals (Under 11 – 17)

Sunday August 21 – Prelim Finals (Under 14-17) / Grand Finals (Under 11-13)

Sunday August 28 – Grand Finals (Under 14 – 17)

-----End-----