

# PORT KENNEDY SOCCER CLUB WA

MEMBER INFORMATION 2019

FOR PLAYERS AND PARENTS OF PKSC



## WELCOME TO PORT KENNEDY SOCCER CLUB 2019

### REGISTRATION

To avoid disappointment please visit the My Football Club website, Players, Coaches, Volunteers Register now, and follow the instructions. <http://www.playfootball.com.au>

#### **Unsure of what you need to do?**

A member from our Team will be available at the Clubhouse during training times commencing February 2019, to provide help with any problems and/or help you get registered.

#### **Football Federation Australia (FFA) Number**

Each Registration requires a FFA number. If you are new to football in Australia, then you will need to fill in your details on the My Football Club website and generate a unique FFA number.

Returning players should use their existing FFA account.

If you've forgotten your FFA number or password then you can search at:

<https://www.playfootball.com.au/>

**Your registration is not complete, and you will not be assigned to a team, until full payment has been received.** When you have registered online, the player status will remain "Pending Awaiting Approval" until full payment and all necessary documentation (e.g. Kid Sport approval) is received. Once completed, the status will change to "Active", and you can be assigned to a team.

**ALL REGISTRATIONS SHOULD BE COMPLETED ONLINE BEFORE TAKING THE PITCH**

#### **Coaches and Team Managers Registration**

If you are coaching, or managing, a team this year, please register as a Coach or Team Manager. If you are also playing, you will need to complete a second registration as a player.

## REGISTRATION FEES

### Registration Fee:

*NB: Please see Age Designation section to confirm the correct category*

Junior (Miniroos):	\$110.00 (Under 6) and \$150.00 (Under 7)
Junior (Miniroos) :	\$210.00 (8 to under 12)
Youth (Junior league):	\$265.00 (13 to under 15)
Youth (Junior League):	\$285.00 ( Under 16 - Under 18)
Socials (Senior):	\$320.00
Master's(Senior):	\$320.00
Amateurs/Reserves	\$400.00
State Women's	\$400.00
Metro Women's	\$320.00

Please be advised that all Registration Fees paid online have a standard credit card processing charge of 5% that is payable to the My Football Club website. To avoid this charge, *Registration Fees can be paid to the Club's Registration Team at the first week of training in the Club rooms and we accept cash, Eftpos **AND OUR CLUB ALSO OFFERS A PAYMENT PLAN. (Please see Club Registrar for more information).***

### What is covered by the Registration Fees?

Football West registration, Club membership, Team Merchandise, (at the discretion of the Club, (a voucher for [www.onsidesports.com.au](http://www.onsidesports.com.au) will be issued once a members fees have been paid in full), club running costs, lighting, kits, referees fees, equipment, balls, goals, utilities, clubhouse rental, referees where required, insurance, first aid kits etc.

## KIDSPORT REGISTRATION

Kidsport Registrations are available online for players aged 5-18 if you have a current Concession Card, Pension or Health Care Card from Centrelink.

You must complete an online application at:

<http://www.dsr.wa.gov.au/funding/individuals/kidsport>, and receive a unique authorization code. Please email the code to the Registration Team at [radmillap@gmail.com](mailto:radmillap@gmail.com) for your child to be eligible to play.

Player Registration still must be completed online at Play Football Club website, **but do not submit the payment online. Any questions please contact The Rockingham City Council or alternatively contact the registrar at the email address listed.**

## PHOTO REQUIREMENTS

All players playing in U12 competitions, and older, will require a photograph to be uploaded to complete their registration. You can upload a photo using the My Football Club website. If you require any assistance, again, please contact our club.

The guidelines are as follows:

- Clear head-photo of the player
- Recently taken (within 3 years for U18 or 5-10 years for 18+)
- Please ensure ALL photos are current

## COACHES AND TEAM MANAGERS

Please note all our coaches, committee members and team managers are volunteers. We are very lucky to have some passionate experienced coaches at each age group. All Coaches and Committee members must have a WWCC as per PKSC Code of Conduct.

***“Volunteers are not paid - not because they are worthless, but because they are priceless” - Unknown***

If your child is placed into a team that does not have a coach or a team manager, parents are required to volunteer to fill these positions. Coaches and Team Managers are actively supported throughout the Season, and training courses are available. (See Volunteer Coach Responsibilities and Volunteer Team Manager Responsibilities section)

If you are thinking of volunteering, then please discuss with the Head Coach of your age group, or any of the member of the Coaching Committee. We are sure that you will find it a rewarding and fun position. (See Club Contact section for contact information)

***If no volunteers can be found, then the team will be de-registered.***

Please be aware if you are coaching a team this year, you are required to complete a **“Working with Children”** check. The Club will reimburse the cost of this check. Please see the Club Secretary for further details. (See Club Contact section for contact information)

<https://workingwithchildren.wa.gov.au/>

**Social teams** are accepted when volunteers are available. Please see Registrar for further Information.

## UNIFORMS

All teams will be provided with playing shirts on Match Day.

### **Junior (Miniroos) U6-U12**

Where merchandise is included in fee's ALL Juniors must be seen to be training in the PKSC kits. Each player must provide their own boots, shin pads and water bottle.

Game information can be found at:

<http://www.miniroos.com.au/club/roles-and-responsibilities/club-football-game-leader/>

### **Youth (Junior) U13-18**

Where merchandise is included in fee's ALL Youth must be seen to be training in the PKSC kits. Each player must provide their own boots, shin pads and water bottle.

Game information can be found at:

**All uniforms will only be issued to the Team Manager once the Team is fully paid in the system.**

We also have for available through ordering a great selection of Port Kennedy Soccer gear including Jackets, Bags, boot bags, beanies, water bottles and tracksuits through [www.onsidesport.com.au](http://www.onsidesport.com.au) via the Club Shop drop down tab.

### **Let's Work Together!**

The Club encourages the donation of second hand boots. Please only donate boots that are in a good condition, and have been cleaned. This provides a helpful service to players who are new to the sport and/or are unable to purchase new boots. Donations should be brought to the Clubhouse.

Please contact our Team if you are interested in gaining a pair of second hand boots or stay tuned to our Facebook page and website.

### **PKSC TEAM APP**

We have a new Team App available to keep our members and guests up to date with upcoming events, fixtures and team communications. Please visit:

<http://www.teamapp.com/> and search for Port Kennedy SC.

If you have any further questions please contact a member of our Committee Members.

### **TRAINING DAYS /GAME DAYS**

*Fixtures are available online at and a game reminder via:*

<https://www.playfootball.com.au/>

### **Junior (Miniroos) U6-U7**

Training will be as per Coaches discretion

Sunday games are played at various locations close to Koorana Reserve including Koorana Reserve (PKSC home ground) in 4 week clusters

**Parents are required to assist at training and on game days either with the Team or at our Club in the Canteen.**

### Junior (Mini-roos) U8-U12

Training will be as per Coaches discretion

Sunday games are played at various locations around Perth, and all team members are expected to travel to these games.

**Bar and canteen will be available at our Club at home games and ALL team associates and parents are expected to assist to either set up/pack up or help run the canteen.**

**Parents are expected to referee these games for more information see.**

**<http://www.miniroos.com.au/club/roles-and-responsibilites/club-football-game-leader/>**

### Youth (junior) U13-U18

Training is as per the coaches instruction.

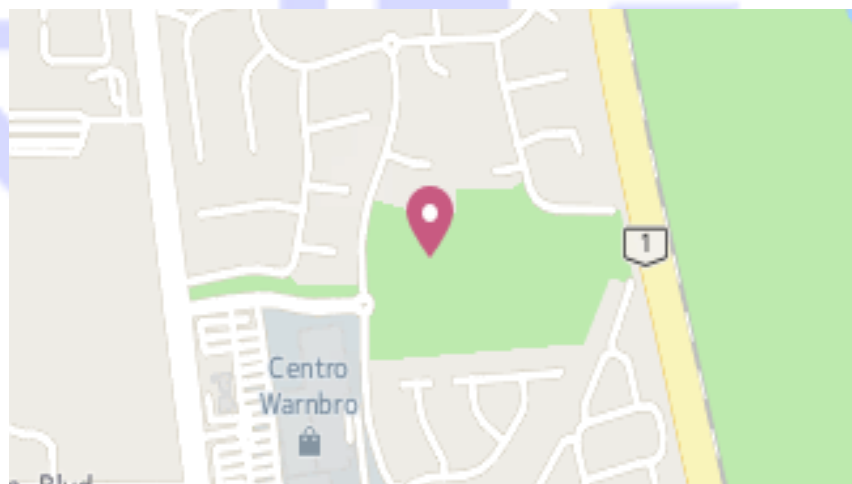
Sunday Games are at various locations in the Metro area, and all team members are expected to travel to these games.

**IN THE BEST INTEREST FOR EVERYONE, PLEASE NOTE THAT CHILDREN U15 MUST NOT BE LEFT AT TRAINING OR GAMES WITHOUT AN ADULT PRESENT. PLAYERS MUST BE COLLECTED FROM THE PITCH, NOT THE CARPARK.**

## TEAM ALLOCATION

Team Coordinators do their best to accommodate all registered players. However, team numbers are limited due to the availability of coaches and managers. Your child may miss out on a place even when fully registered. As a club we try our hardest to accommodate all players and appreciate your patience and understanding on this difficult task.

Our Committee is continuously working to keep costs as low as possible. However, our club also welcomes all levels of sponsorship. Please contact one of our friendly Committee members for more details.



Koorana Reserve, Royal Palm Drive Warnbro WA 6169

## AGE DESIGNATION

The age groups and years of birth for the 2018 season are as follows:

**Age Group    Year of Birth**

Under 6's	2013
Under 7s	2012
Under 8s	2011
Under 9s	2010
Under 10s	2009
Under 11s	2008
Under 12s	2007
Under 13s	2006
Under 14s	2005
Under 15s	2004
Under 16s	2003
Under 17s	2002
Under 18s	2001
Senior 2000 +	

## CHANGED YOUR MIND?

If you have registered, then changed your mind, please de-register yourself or your child and advise the Registrar. Please be aware of the Refund Policy section.

## REFUND POLICY

**Please be aware of the refund policy for 2019 season.**

Player de-registered 7 days before 1st game of the season

Full refund of Registration Fee paid less \$50.00 Administration Fee.

Player de-registered after commencement of first game, before 2nd week of competition:

50% refund of Registration Fee paid.

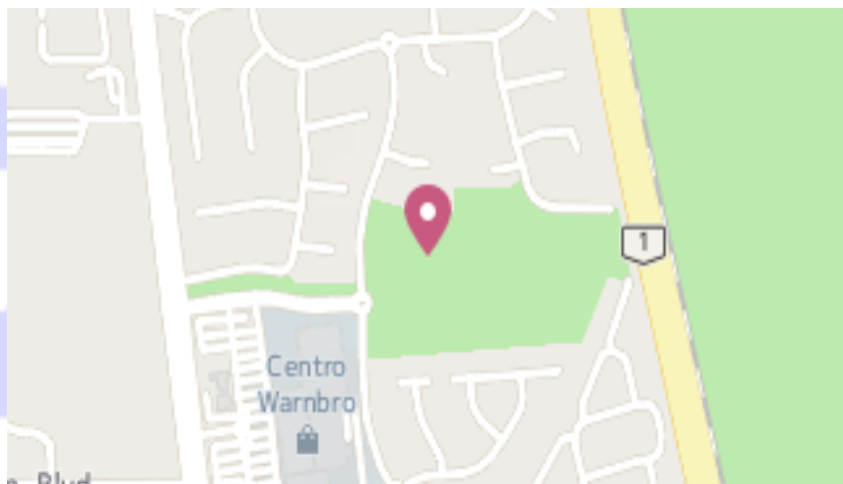
*NB. The FFA/FW component of the fee will not be refunded. The value will be advised by Registrar during refund process.*

Player de-registered after 3rd week of competition

No refund applies.

The above rules apply regardless of a player taking the pitch to participate in a game, unless a medical certificate is supplied. A fee will be deducted if you have already collected the merchandise.

**WHERE ARE WE LOCATED**



Koorana Reserve, Royal Palm Drive Warnbro WA 61



## VOLUNTEERING

The Club is run by Volunteers. Volunteering is what makes the Club both family and Community focused. Please see volunteering section for more information.

## VOLUNTEER COACH RESPONSIBILITIES – u6 to u7

### Responsibilities include:

- Prepare and deliver training sessions throughout the AIA Vitality Mini-roo's season
- Ensure all training sessions meet the needs of all participants
- Ensure all participants are given equal opportunity to play
- Manage game-day player rotations
- Encourage the Juniors to play together in a fun, positive environment
- Manage parent's expectations and promote supportive and positive behaviors

For more information on AIA Vitality Mini-roo's Club Football Coach, please see Coaches Information Pack at <http://www.miniroos.com.au/resources/club-resources/>

## VOLUNTEER TEAM MANAGER RESPONSIBILITIES

### Aim: Work alongside the coach to build a great team environment

### Responsibilities include:

#### Start of Season

- Contact existing team and inform of registration process and timeline
- Add new team members as appropriate
- Encourage early registrations
- Ensure payments, photos and parents registration are completed
- Chase up incomplete registrations
- Assemble team lists with parent contact details including mobile numbers
- Set up preferred communication method with team i.e. email, SMS
- Compile roster of kit washing, and half-time oranges for match days
- Send out Team Lists, Fixtures List, and Roster to all team members
- Advise of training sessions and times
- Collect Kit Bag from clubrooms and restock if required

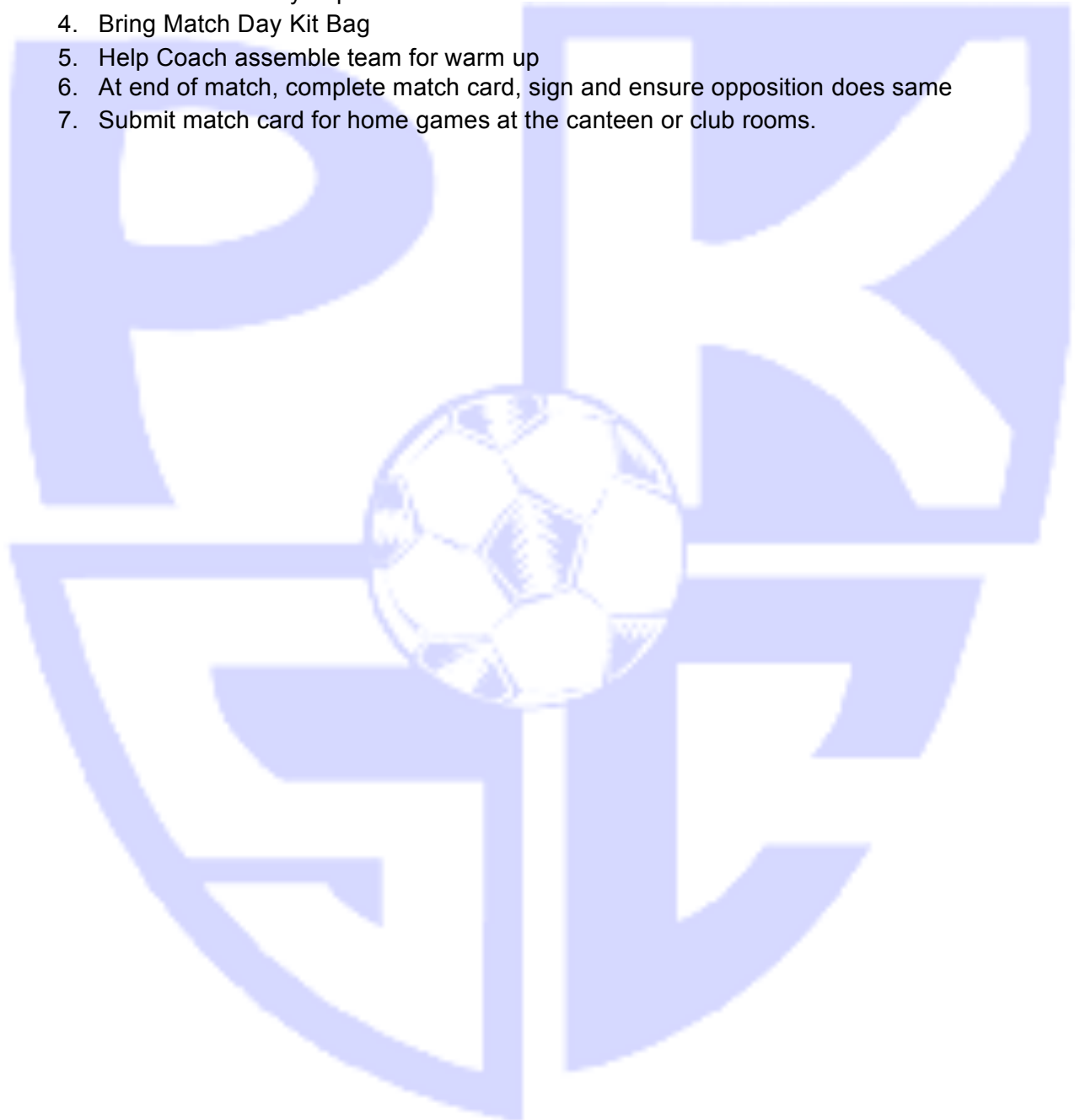
#### Weekly

- Advise of any changes to upcoming training or matches
- Thursday (preferably) – send out details of forthcoming fixture
  - Venue and location
  - Required Time of arrival and Kick-Off
  - Remind last week's kit-washer to bring kit
  - Remind rostered team member of kit-wash & oranges duties

- Monitor Football West website on Friday and Saturday, for changes to upcoming fixture, and referee allocation.
- Other communications as necessary
- Youth U12-U18 to collect Referee fees from Clubrooms
- Junior (Miniroos) U8-U12 to arrange volunteer Referee for each game.

### **Match Day**

1. Complete match card / append name stickers – accuracy important
2. Meet and greet Opposition Manager
3. Ensure kit is ready to put on
4. Bring Match Day Kit Bag
5. Help Coach assemble team for warm up
6. At end of match, complete match card, sign and ensure opposition does same
7. Submit match card for home games at the canteen or club rooms.



## VOLUNTEER COACH AND MANAGER RESPONSIBILITIES U13 – U18

### Start of Season

- Contact existing team and inform of registration process and timeline
- Add new team members as appropriate
- Encourage early registrations
- Ensure payments, photos and parents registration are completed
- Chase up incomplete registrations
- Create team lists with full names, contact details (parents for Jnrs) including mobile numbers and FFA numbers – email copy to Coaches and Players Co-ord
- Set up preferred communication method with team i.e. email, SMS
- When fixtures are available, populate fixture list
- Compile roster of kit washing, and half-time oranges for match days
- Send out Team Lists, Fixtures List, and Roster to all team members
- Advise of training sessions and times
- Collect training equipment from clubrooms and restock if required

### Weekly

- Advise of any changes to upcoming training or matches
- Send out details of forthcoming fixture
- Venue and location
- Required Time of arrival and Kick-Off
- Remind last week's kit-wash to bring kit
- Remind rostered team member of kit-wash & refreshment duties
- Monitor Football West website on Friday and Saturday, for changes to upcoming fixture, and referee allocation.
- Other communications as necessary
- Youth U13-U18 to collect Referee fees from Clubrooms
- Junior (Miniroos) U8-U12 to arrange volunteer Referee for each game.

### Match Day

- Complete match card / append name stickers – accuracy important
- Meet and greet Opposition Manager
- Ensure kit is ready to put on
- Bring Match Box
- Help Coach assemble team for warm up
- At end of match, complete match card, sign and ensure opposition does same
- Submit match card for home games at the canteen or clubrooms
- Ensure grounds are left tidy, rubbish removed with nets and flags away

### Match Day Kit Contents

To be supplied by the Club:

Game Day Shirts

PKSC Coaches Bible (including team lists, match day cards, contact list (laminated), medical List for squad (including medication, allergies and other medical conditions)

Whistle

Clipboard and pens

Coaches Shirt

## OTHER VOLUNTEERING

Volunteering is what makes the Club both family and community focused. Apart from the roles of Coach and Team Manager, the Club has the need for many diverse functions. If you think that you might be able to help with any of the roles below, or are even interested to find out more about what is involved then please contact any of the Committee Members.

Canteen  
Bar  
Merchandise  
Uniforms  
Fundraising  
Events  
Advertising/Marketing/Social Media  
Ground Marshalls  
Junior Committee Members

## CODE OF CONDUCT

### Spectator Code of Behaviour

A spectator present at a Match or otherwise involved in any activity staged or sanctioned by FFA or an affiliated Member Federation, District Association or Club must:

- Respect the decisions of Match Officials and teach children to do the same;
- Never ridicule or unduly scold a child for making a mistake;
- Respect the rights, dignity and worth of every person regardless of their gender, ability, race, colour, religion, language, politics, national or ethnic origin;
- Not use violence in any form, whether it is against other spectators, Team Officials (including coaches), Match Officials or Players;
- Not engage in discrimination, harassment or abuse in any form, including the use of obscene or offensive language or gestures, the incitement of hatred or violence or partaking in indecent or racist chanting
- Comply with any terms of entry of a venue, including bag inspections, prohibited and restricted items such as flares, missiles, dangerous articles and items that have the potential to cause injury or public nuisance;
- Adhere to the restrictions regarding consumption of alcohol at our venue;
- Not, and must not attempt to, bring into a venue national or political flags or emblems (except for the recognized national flags of any of the competing teams) or offensive or inappropriate banners, whether written in English or a foreign language;
- Not throw missiles (including on to the field of play or at other spectators) and must not enter the field of play or its surrounds without lawful authority; and conduct themselves in a manner that enhances, rather than injures, the reputation and goodwill of FFA and football generally.

***Any person who does not comply with this Spectator Code of Behaviour or who otherwise causes a disturbance may be evicted from a venue and banned from attending future matches.***

***PLEASE NOTE: A FULL CODE OF CONDUCT IS AVAILABLE ON OUR TEAM APP, OUR WEBSITE, ON OUR FACEBOOK PAGE AND ON MFC UPON REGISTRATION.***

**CLUB COMMITTEE CONTACTS**      Revised Jan 2019 - LJ Manning

<b>Position</b>	<b>Name</b>	<b>E-Mail</b>
President	Ms Radmila Popovic	radmillap@gmail.com
Vice President	Mr Derek Gross	dezkia@hotmail.com
Club Coaches Coordinator	Mr Martin Ball	mjball@hotmail.co.uk
Secretary	Ms Lisa-Jane Manning	ljfm81@hotmail.com
Treasurer	Mr Reece robinson	reece.robinson@bendigoadelaide.com.au
Registrar	Ms Radmila Popovic	
Senior Coordinator	Mr Neil Hamilton	hamiltonfamily2@bigpond.com
Fundraising	Sherie Nowak	
Junior Coordinator	Mr Heath Okley	heath@richgro.com.au
Sponsorship	Ms Radmila Popovic	
Equipment Coordinator	Ms Taylor Olson	taylorpm84@gmail.com
Maintenance Coordinator		
Canteen Manager	Dez Gross	dezkia@hotmail.com
Social Media	Ms Radmila Popovic	

**IMPORTANT DATES IN 2019**



<b>FUNDRAISERS</b>	4TH MARCH, 2019	7.00AM	BUNNINGS
	28TH SEPTEMBER, 2019	7.00AM	BUNNINGS
	19TH OCTOBER, 2019	7.00AM	BUNNINGS
	17TH NOVEMBER, 2019	7.00AM	BUNNINGS
<b>CLUB PHOTO'S</b>	9TH APRIL, 2019	4.30PM - 6.30PM KOORANA RESERVE	KOORANA RESERVE
	10TH APRIL, 2019	4.30PM - 6.30PM KOORANA RESERVE	KOORANA RESERVE
<i>THIS YEAR, ENVELOPES WILL BE SUPPLIED TO ALL PARENTS TO COMPLETE AND HAVE THE CORRECT MONEY IN THESE ENVELOPES (WON'T BE UP TO US)</i>			
<i>FORMS WILL ALSO BE GIVEN TO THE COACHES THAT THEY MUST COMPLETE. IT WILL HAVE COACH, BACK ROW, FRONT ROW, ABSENT</i>			

