

WOODLANDS WARRIORS



BASKETBALL CLUB

Club Guidelines

These guidelines have been compiled by the Committee to outline all aspects of the club.

This allows all members to have full access to all information relevant to either the organisation of the club or individual teams

Anyone wanting a copy of these to be emailed out at any stage can contact:
woodlandsbasketball@hotmail.com

These can also be found on our Website under the Committee Forms Menu
www.warriorsbasketball.com.au

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INTRODUCTION OF THE CLUB

Woodlands Warriors Basketball Club is an independent non-profit club run by volunteer parents. We are not officially affiliated with Woodlands Primary School. The club was established to give students at the school the opportunity to play basketball. Teams are still representing the school and are expecting to behave in an appropriate manner to uphold the reputation of the club and also the school.

The club runs solely on volunteers from parents or other interested family members or friends.

Our committee is on a voluntary basis and any new members are always welcome.

We would encourage each year to have a new parent volunteer from any new U8 teams that start up.

This is to ensure the committee can continue on once other committee members children leave the school.

The operation of the club relies on continual communication and contributions from all teams.

We would like all teams to be completely informed in all aspects of the club.

The Club also relies on voluntary sponsors each year to help with financial requirements for the hire of the school hall.

If sponsors are found and subsequent funds are accumulated, they can then be used for any other matters that the committee decide may be required.

All sponsors will be featured on our website. Our newsletter and facebook page can also be used for any extra advertising the sponsors may like.

Any communication with the club can be done via various emails:

Current Committee Members:

President: Nicole Morrison

Club Registrar: Nicole Morrison

Secretaries & Accounts:

Rebecca Jensen & Geraldine Klein

Uniform Co-ordinator: Kellie Sherry

Other members: Nerolee Taylor, Glenda Stewart

Club email (General enquiries): wadmin@warriorsbasketball.com.au
teamrego@warriorsbasketball.com.au

accounts@warriorsbasketball.com.au

uniforms@warriorsbasketball.com.au

Club website: warriorsbasketball.com.au **Facebook:** Woodlands Warriors Basketball Club

REGISTRATION DAY

The beginning of each year a registration day will be held for all children in every year level from Prep through to Grade 6 that are interested in joining a team.

The confirmed date will be published on the club website and other social media pages.

This will be held at the school basketball courts or stadium directly after school.

The date will be decided on as early as possible into the first term.

PROCESS OF REGISTRATION DAY:

All new players must fill out a registration form. These can also be requested and filled out via email.

See how many new individual new players need to be placed in existing teams.

Once all new registrations are compiled new teams may be formed depending on numbers in each age group.

A decision will be made which team has the appropriate team player numbers to accommodate for new players.

These will be discussed with Team Representatives from that particular age group.

The grading process may be used at the discretion of the committee after all new members are compiled (see Grading Section)

Create any new teams from multiple player registrations from an age group.

New Teams –

For those beginning in Prep the children can nominate friends they would like to play in the same team, in the case that more than one team is formed.

For all new teams the committee will compile teams based on the numbers in each age group. This may not necessarily be from one school year level but also on the U8 - U14 age group set up. New teams may be formed from top and bottom age players to accommodate as many new players as possible.

An email will then be sent to all contacts on the new team list.

Parents then have to communicate amongst themselves to appoint a Coach and a Team Manager

Teams can only be registered after these roles are chosen. All communications with the club should only be through either of these. The club relies on voluntary involvement of parents to uphold the roles of Coach and Team Manager

(See section on Coach and Team Manager Roles for more information)

Waiting List –

At any stage throughout the year if enquiries are made about places in teams and none are available, a waiting list will be created. As soon as places are available the one that has been on the waiting list the longest will be contacted.

When registrations are held at the beginning of each season, all players on the waiting list will be used to form new teams if enough newly registered players can complete a team.

REGISTRATION OF TEAMS AND PAYMENTS

Each player will be required to pay club registration fee at the start of winter season.

This includes FDBA team registration and trophy for end of season presentation day and any club expenses.

These fees may be amended from year to year depending on the FDBA fee structure.

All new children wanting to play will be asked to pay this fee through the team manager of the team they are selected to play in.

Any new players who start at any time throughout the season will also require to pay this fee. This must be organised through the Team Manager when they notify the club of the addition of a new player.

All Registration fees are to be paid as one full team payment through the Team Manager. Individual payments should not be made.

All payments are to be submitted into the club bank account. Cash payments will only be accepted on registration day.

Existing teams –

Will have to submit a team list of all current players as early as they can to allow the club to see if players on the waiting list can fit in any existing teams.

Once these received a team registration invoice will be sent out. Team managers are to collect registration fees from all players on the list. These are then to be paid directly into the club's bank account that will be on the form quoting the invoice number.

Only once these are received will teams be registered with the FDBA for the upcoming season.

The club will accept registration of teams only up until U16 if they wish to continue playing together under the Woodlands Warriors. Teams are allowed to change their team name or uniforms and would only need to have Woodlands as part of their name. This is so FDBA know they are affiliated with a club.

Registering of all teams is done by the club into the FDBA database and not by the individual teams.

Teams must submit an up-to-date list of their Representative players and their points outlined in the FDBA's regulations.

Teams will only be registered in a competition once these are received.

Teams will be registered into the Age Group and Grade that the team selects. The final decision is made by the FDBA.

This may be reflective of whether the team is top or bottom age in a particular age group. Any concerns on the final grade your team is selected in must be addressed through the club. The Club will then correspond with the FDBA.

SUMMER TEAM REGISTRATION

All teams wanting to also play Summer Season will be asked prior to commencement if they will be playing Summer Season as well. An up-to-date team list will be required. Summer teams may include players from various teams of the same age group if all teams don't nominate to play this season.

An additional Team Registration fee for the season will be required and this can be divided amongst the members in the team.

Teams will be notified of this fee once the FDBA have informed the club.

A new Summer team registration invoice will be sent out to any teams registering to play Summer Season.

Teams will only be registered with the FDBA competition once the payments have been received by the club.

COACH AND TEAM MANAGERS MEETING

A Coach and Team Manager's meeting will be held at the beginning of the season.

Plus extra meetings may be held throughout the year if required. All team delegates will be contacting with the date and time.

These will also be posted in newsletters on our website.

The purpose of the start of season one is to discuss any new information for the upcoming season.

Team delegates of new teams should attend so they are fully informed with all aspects of the club and competition.

UNIFORMS

Any new players (U8-U14) that register will need to order a new uniform.

This can be organised through the Team Manager of the team they are selected to play in.

Complete new teams are expected to order a full set on one order form for the entire team.

This will be given to the nominated Team Manager to organise uniform numbers, sizes and full payment.

This needs to be submitted as early as possible to allow time for them to be made before the season commences. Payment will be required for orders when they are submitted. Team managers are to collect money from all parents and pay directly to the club's bank account.

Additional players joining an existing team – Team manager must contact the club for a uniform order form.

This will include available uniform numbers for that particular age group. The club would prefer all players of the same age group have different numbers to allow for players that may swap from one team to another.

Second Hand Uniforms

The club may have some old uniforms that have been returned from previous players.

Please contact the club if you may like to purchase a second hand uniform.

Anyone who's child does not continue to play may also contact the club to organise for them to be sold as second hand.

Price can be organised on the condition of the uniform and how old it is.

Second hand resale is only for the player uniform and not the training tops.

Uniforms bought as a set the resale is based on purchase price of the uniform top and shorts only.

CLASH TOPS

The club also has 4 sets of clash tops that can be borrowed at any stage. These are generally used if there are more than one Woodlands team in the same section. The club will record the team and their contacts to ensure they are returned as soon as possible. Can clash tops please be washed before returning.

All enquires for new uniforms and clash uniforms to: uniforms@warriorsbasketball.com.au

GRADING OF TEAMS

The club will make sure that every new player that registers is given the opportunity to join a team.

Because of this the club has made the decision to bring in a grading process for teams from U/10 upwards when it is required.

This will be implemented only at the start of each Winter season as this is the dominant season and receive a lot of new players.

This will allow for any newly registered players to be placed in a team with players of similar skill levels.

Teams may be altered to give the opportunity for players to move up into a higher graded team.

Teams are decided upon to have all teams with all players of a similar standard and skill level

Coaches and Team Managers of teams in that particular age group will be contacted to discuss.

It is the decision of the club's committee, if required, that teams will be graded.

Individual teams cannot choose to be exempt from this process. This will take effect before the beginning of the winter season each year.

A time will be organised for all teams and players involved to take part in a compulsory grading session, held by the committee members or experienced volunteers.

A decision will be made promptly after the grading session and Coaches and Team Managers will be notified of any changes required.

The Team Manager or Coach will be responsible for contacting any new players.

This process will take into consideration varied factors that will be looked at on a case to case basis

- Year of birth of all players to try to keep all players in each team of the same age.

This will eliminate players not having to be swapped around in future seasons.

- Requests for particular players playing together for family or personal reasons

- Include Coaches and Team Managers input into their opinions of players standard and skill level

- Any players that do not attend these grading sessions, will be graded into a team that the committee feels is acceptable for their skill and ability.

The benefits include:

- Less frustration at their child not being able to get their hands on the ball due to stronger, more confident and developed players

- Less developed players feeling more confident in their ability to play the game

- A better chance of teams being in a grade where they can all compete and develop in an enjoyable environment

This process is done not to create a strong team, rather to try and prevent some of the drop outs at latter age groups, due to the vast difference in ability of the children. This begins at U10's is because this is when playing in finals commences. This increases the anxiousness of players and parents and can create an unhealthy environment. Also later in the year many children try out for representative sides and the gap between the less and more developed children may become greater and creates division within many teams.

COMBINED AGED U8 TEAMS

Any teams that were formed in U8 as combined age due to surplus numbers, these teams will be required to split.

This allows the older team members to move into U10 and be graded with the rest of the number of players in that age group.

We do not want the younger members still able to play in U8s, to move into U10s possibly playing against children 2 years older.

NUMBERS OF PLAYERS IN TEAMS & TEAM CHANGES

The club, where possible, would prefer teams to have 7 or 8 players. This ensures all players will have sufficient court time.

Teams are not required to have any more than 8 players. Any extra players must be discussed and agreed on by the whole team. Any Woodlands students waiting for a team, must be accepting before any player from any other club.

Teams can not have any more than 10 players.

New U8 Prep Teams – If only 10 new players register only one team will be formed. At least 12 players must register to form 2 teams. U8 is a Mixed Competition so if there is a surplus of girls and boys a mixed team may be formed so they can all start.

If a surplus of numbers in one age group, but different year levels (ie U8 - prep/grade 1) combined aged teams will be formed.

This always for all children to begin playing. Teams are then shuffled around when older team members have to move into a higher age group.

Any changes to teams throughout the season, whether adding or removing of players, must be done by notifying the club.

This is to ensure club has up-to-date records of all team numbers. And this information must be passed onto FDBA incase it will affect the teams performance throughout the grading process and season.

Any updated contact information for the coach or team manager must also be sent to the club.

EMERGENCY PLAYERS

Once the season commences you must be aware of the guidelines from the FDBA in regards to having players filling-in for your team. This can be found in the FDBA By-Laws either on their website or under the FDBA documents section of our website.

These guidelines must be adhered to in all age levels.

These guidelines state:

Players can play up a grade any stage without restrictions on the amount of games.

ie: an U/10 player can fill-in for U/12 team.

Players can only fill-in for a team in the same age group if they play up a grade.

ie: U/10 C Grade player can fill-in for and A or B Grade team. U8 Section 3 can fill-in for Section 1 or 2 team.

This is restricted to 2 games only. Once a 3rd game is played they must then play in that team permanently.

Fill-in players from the same age group are only allowed to avoid a forfeit (fill-in player to be the 5th player)

PLAYING IN MULTIPLE TEAMS

If a player would like to play in an extra team, they must first contact the club. We are happy to accommodate these players if:

1. There is room in a team of a higher age group to accommodate them
2. If it adheres to the FDBA guidelines on this matter. (Refer to FDBA guidelines)

UPHOLDING DOMESTIC LEVEL PLAYER INTEREST

The club want to uphold the domestic level of our teams and remind all teams our teams are for every child to be able to enjoy and play basketball at the level that suits all children. It is as some players progress into Representative basketball, these players may improve at a faster rate than others. This should not affect the domestic level team. All team players should be treated equally and fairly in regards to court time. All players in domestic level teams should be given the same opportunities to play the same amount of time for them to be able to develop their skills. Those that chose to play Representative basketball must respect the integrity of their domestic team. It is a TEAM sport and therefore all players need to feel confident that they belong to that team. Favouring the stronger players could be detrimental to the self esteem and confidence of other players. Creating divides in teams will only lead to children losing interest and stop playing the sport. This needs to be done to reduce the loss of players as they become older. It is afterall primary age students and we need to maintain the high level participation rate of children playing a team sport.

COACH AND TEAM MANGER ROLES

Coaches and Team Mangers are expected to understand and abide by the FDBA Codes of Conduct

They should have a good understanding of:

Games rules - This also includes particular rules for the appropriate year level the team is competing in

Scoring – Understanding how to use all methods of scoring - Computerised score sheet, match scoreboard

Must understand match rules in regards to substitutions, time outs and match time clock. (See FDBA competition Rules)

Must inform the club of:

Any changes to their team player list

Any incidents that arise throughout a match. Whether it be a player, parent or spectator issue. Or any incidents or concerns that arise with the other team's players or anyone involved with the opposing team

Coaches Roles –

Ensure all players are treated equally and fairly.

Train the players to best develop their skills and create fun and sportsman-like environment for them to learn

The ONLY person that is allowed to approach the Referee during the match in regards to issues that may arise.

ie: Questioning of their interpretation of the rules being played for the competition level.

Any approach to the Referee must be done in a courteous, constructive and respectful manner.

If problems continue they can ask the Team Manager to find the Referee Supervisor.

Team Managers Roles -

- To collect registration fees and finalise and keep the club informed of an up-to-date team list.

- Pay any team fees directly into the club bank account and notify the club confirmation.

Including any changes to players or team representatives. Contact information of the coach and team manager must be kept up to date to allow of the FDBA database to be updated.

Teams can only be contacted by the FDBA with required information by the contact information that exists in their database.

- To collect team funds to pay for the game each week

- To compile the team's scoring roster

Ensure all rostered scorers understand the scoring methods and the match rules

- Team Managers are allowed to find the Referee supervisor to oversee their match if they have any concerns with:

Referee not following the appropriate rules for the age group

Any issues with players, parents or spectators behavior from either team

PLAYERS BEHAVIOUR

All players are expected to understand and abide by the FDBA Codes of Conduct.

Players are expected to be respectful to their coach and all other team members.

Any inappropriate behavior could be reported to the FDBA and addressed by the club committee

The Club has implemented rules in regards to player behavior. (See Incident and Behaviour Procedures)

PARENTS AND SPECTATOR BEHAVIOUR

All parents and spectators are expected to understand and abide by the FDBA codes of Conduct. They are also to make sure their child behaves in an appropriate manner.

They are not allowed at all to interact with the Match Referee.

Must approach their team's coach or team manager of any concerns

Any inappropriate behavior could be reported to the FDBA and addressed by the club committee. (See Incident and Behaviour Procedures)

INCIDENT AND BEHAVIOUR PROCEDURES

All teams are expected to abide by the codes of conduct set out by the FDBA guidelines

The club will follow a Chain of Command process for any concerns for any teams

Teams are not to contact committee members on the day of the matches unless submitting via email after your match.

The procedure will be as follows

1. Coach to address any concerns with the Referees
2. Team Manager to bring to the attention of the Referee supervisor at the venue
3. If the FDBA has been contacted or involved with any situation they will notify the club
4. The committee will contact the team's representatives to request they submit an explanation.
5. The club will address the matter and if required discuss with the committee
6. The club/committee will notify the team of the outcome and any action that may need to be taken

DISCIPLINARY ACTION

If at any time the club/committee has been contacted by the FDBA and has to intervene with any incidents that occur during matches, it will be the decision on any action that will be taken

This includes coaches, team managers, players and all parents and spectators

All cases will be discussed with the committee on a case to case basis.

To uphold the reputation of the club, a decision has been made to include any penalties where required.

The club may choose to intervene with penalties to avoid FDBA having to take action.

This may include suspension from attending a match/matches if it is redeemed necessary,

Team Representatives, spectators or players may be required to be suspended from the next fixture match.

If the incident happens again the penalty may be increased to more than one game.

TRAINING

There are 3 training time slots available

8.00 - 8.30am - Stadium allocated training only.

3.45-4.30pm - Stadium opened by nominated key holder

4.30-5.30pm - Stadium Locked-up by nominated key holder

At the beginning of each season teams will be asked to nominate a day and time slot they would like to train

Teams nominating to train in the stadium will be asked to pay a security bond which is given to the school as part of the agreement made with the club.

Once all teams training times are established a full court training roster will be drawn up

This will be published on the club website under the committee documents menu. And a copy will be emailed to all coaches and team managers.

Any changes needed to be made to a team's training must be requested through the club

Changed roster will then be emailed out to all teams affected by any changes

U/14 teams (year 7) teams that want to continue using the school facilities to train may be asked to accommodate the 4.30pm time slot to allow for all younger teams to have an allocated 3.45pm time slot

It is important that parents/guardians attend training or arrive briefly after commencement

Make sure a team representative is contacted if you are running late

It is not just the responsibility of the coach and team manager to look after all the children.

Nor is it their responsibility if younger or older siblings are also present without supervision

Please communicate with your Coach or Team Manager if your training is cancelled due to the weather.

Parents are NOT to ring the school on this matter

Make sure a team representative is contacted if you are running late so they can stay with your child until you arrive.

Team representatives are not expected to wait around for the entire training time for children to be collected.

Once training has been cancelled it is parents/guardians responsibility to arrive at the courts as soon as they can.

ACCIDENTS OR MEDICAL TREATMENT DURING TRAINING

Each team will be asked to have a full list of contacts for each player.

Each team's list will also be kept on record by the club

In the case of an accident or medical condition during training, if the parent is not present, every effort should be made to contact them immediately. If medical attention is required and a parent/guardian cannot be contacting the coach or team manager may act on their behalf. If an ambulance is required, this is done without any financial responsibility of the club.

USE OF THE SCHOOL BASKETBALL STADIUM

Each year the club must hire the use of the school stadium for all teams to be able to train inside.

Each year a cost is negotiated with the school to hire the stadium for the year. This is considered as Club Expenses.

This will be included in the registration of every individual player.

The roster will also include who the key holders are for each afternoon for access to the school's basketball stadium.

The school also keeps a record of the Court Training Roster.

The key holders are responsible for opening and locking-up the stadium. If a new person becomes responsible for locking-up the stadium, they must first contact the school to make an appointment for them to go through the procedure with them first.

All teams must fill out a form from the school office in regards to the rules of use of the basketball stadium

Team representatives must make sure all involved with their team abide by these rules.

Rules to Abide by:

- Emergency Door must not be used during these times. If any one does use it please make sure it shut correctly from the OUTSIDE. If this door is not shut correctly it can trigger the alarm
- Access to the hall is 3.45pm. This allows the staff to pack and lock-up interior doors.
Hall must not be accessed before staff have packed up and locked the door to the foyer
- On days when it is raining, you may access the hall from 3.30pm.
But please ensure staff have completed packing and locking up. If they haven't please assist them.
- Teams must give the court a quick sweep before leaving the hall if they are the last team using it for the day
Whoever cleans the court must then fill in the log sheet in the broom cupboard with the required information
- While waiting to access the hall, children are not allowed to bounce their ball against the entrance wall
- Make sure children wipe their feet before entering to reduce the amount of dirt on the court.
- No food and drink are allowed on the court.
Children requiring a drink during training may do so outside only.
- Please check the toilets before leaving to make sure they are left in the same condition they were at the start of the training.
If you feel they were in an unsatisfactory condition when you started please report to the club to address the school.

PRIVACY OF CHILDREN'S IDENTITY

The club registration form includes a section for parents to fill out if they do not give permission for their child's name or photo to be published on our website. Records will be kept of the names of these children

The club respects the decision of any families not wanting to have their children included in any media.

DISCLAIMER

Please note: This is not an official or legal document. These guidelines have been compiled by the current committee members as some basic information and procedures to follow. This is information the committee feels important to all members.

If you have any questions, feedback or even something you feel should be added, please contact the club.