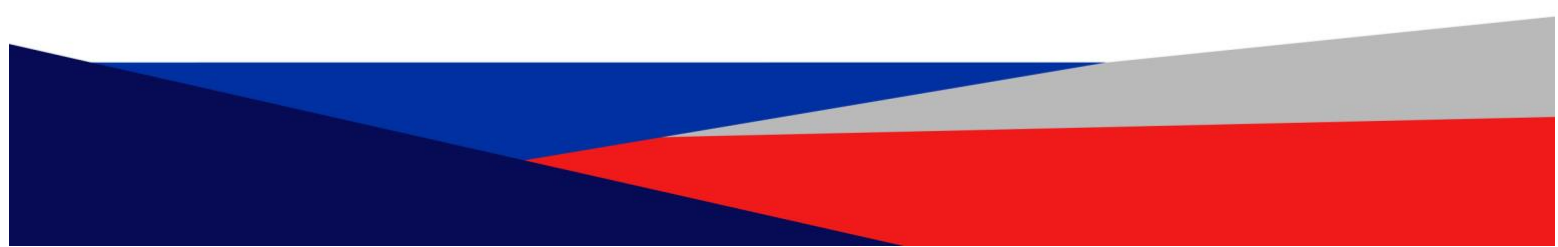




BURDEKIN FC

**JUNIOR
CLUB HANDBOOK**



Welcome to Burdekin FC. This document sets out what you can expect when you register your child to play football and what the club expects from you in return. Together we can provide a safe, inclusive, and enjoyable football experience.

Our game has a number of benefits that go beyond being fit and healthy. We encourage our players to learn and develop new skills in a supportive environment that values good sportsmanship, fair play and team spirit. Regular and active participation in training sessions is the key for players to get the most out of the game.

Our club boasts all the benefits of a small club, such as a strong sense of community and an approachable committee so if you need help or have any questions please see your child's coach or a member of the committee.

Mission Statement

Our Club is a community based Football Club, which encourages skill development, fitness, fair play and teamwork. The club is dedicated to the growth and excellence of its junior programs, as well as encouraging the qualities of pride and loyalty of representing the local community, by providing a pathway for its junior players.

The administration of Burdekin FC will be professional, transparent and fair. All duties will be carried out honestly and with integrity and fully inclusive to both genders.

We are committed to improving the infrastructure of our club and providing a friendly, welcoming and enjoyable sporting environment for all. We also have a commitment to ensuring our representative teams in both genders need to be playing at a high enough competitive level to ensure the continued growth and standing of the club as a whole.

As a not for profit community organisation, our players and members are our club. We are fully dependant on volunteers giving their time freely for the successful running of the club. Burdekin FC committee is responsible for the management of the club, and its members are elected at the AGM.

Rules & Regulations

The rules of football are determined by the sport's governing body FFA. Football Federation Australia sets the broad rules for the way football is played in Australia, within the laws of the game. These philosophies cascade down through Football Queensland to North Queensland Football (NQF), which sets local rules of competition for both small-sided and competition football. Our non-competitive local competition follows the guidelines of Aldi Mini-Roos Football program.

Club History

The Burdekin community have been playing club soccer (or football as we now know it) for over 60 years. In the early day local schools created clubs for players from U8 to U16 years. These clubs were Comets from Brandon, Centrals from Ayr State, AK United from Airdmillan and Kalamia, Rangers from Home Hill and Easts United from East Ayr.

Both Junior and Senior competitions were played at the Soccer Fields located on MacMillan Street behind the Ayr Pool. In 1974 the Burdekin Football Senior competition was relocated to their current home at International Park on Beach Road.

Over the years changes were made to the junior clubs due to the number of children enrolled in the local small schools. These schools joined forces to create Crusaders. By the 1980's there were four clubs in the local competition; Home Hill Rangers, Easts United, Saint Francis Saints and Crusaders. These clubs were later joined by the Bowen Football Association. In 2010 Burdekin Junior Football also relocated to Beach Road next to the Senior grounds.

As times changed and player and committee numbers declined it was decided that in 2016 the existing juniors clubs would unite and the Burdekin Junior Soccer body would run the competition in the future. In late 2021 the Senior and Junior football bodies amalgamated to form Burdekin FC. This provides new opportunities for our club and it's members while maintaining the our club values and culture. Burdekin FC now run local non-competitive fixtures for U5 – U12 players from our junior grounds and the U12 – U16 players have the opportunity to play in the FQ Northern Competition in Townsville.

Committee & Club Contacts

Burdekin FC has an Executive and General Committee to assist with management and operations of the club. Committee members are elected at the club's AGM where all positions are declared vacant. Members wishing to fulfil a committee position are required to put forward their nomination to the AGM where formal voting practices are undertaken. The details of the current committee can be found on our club website www.burdekinfc.com

Local Competition

All U5 - U12 players are welcome to play in our Local Non-Competitive Club League. All competition games will be held at Burdekin FC Junior fields in Ayr with the exception of occasional Friday night games which are held at the Burdekin FC Senior fields located next to Juniors.

Girls Football

Burdekin FC provide girls with a variety of football options allowing them to play competitive or social football. Girls can choose to play in the mixed football competition or participate in girls football as numbers permit.

Junior Development Squad

Burdekin FC offer U9 - U11 players the opportunity to participate in representative football teams. Being selected in a JDS team, means that the player has been recognised as having skills and attributes required to further develop and achieve success. Burdekin FC aims to development players technical skills, core values of teamwork, cooperation, fair play and respect for others.

Team Allocation

Burdekin FC allocates players into teams at the start of the season. Teams are appointed by age groups coaches as well as our Club Coach and Representative Coordinator and support committee members. Every effort is made to grade teams equally as we seek to enable player to development, enjoy some wins and learn from losses.

Coaching

The club's coaching coordinator in conjunction with the executive and relevant support committee members, will determine the coaches for all age groups. Coaches will be approached by the coaching coordinator and/or executive committee members to offer them the position.

The club will approach local competition club coaches from the previous year to determine whether or not they will be returning in the new season and will eventually, offer them a position as required. In the instance where the club cannot fill all of the coaching positions, we will approach our senior playing groups for assistance and advertised the positions as required, via the club's communication channels.

All coaches will be appointed for a term of one year and must make themselves available for, training sessions, games, carnivals and coach's meetings. Local coaches are required to perform the duty of Game Day Leader however this can be done by another parent if the coach is unavailable. The main role of the Game Day Leader is to keep the game moving fluently, limit stoppages and

assist players with all match re-starts. Most importantly they must try to create an environment that ensures that all players have fun, are learning the game and have maximum involvement.

Coaching Qualifications & Development

All coaches are encouraged to hold an appropriate level of coaching qualification for the age group they are coaching and should advise the club of your qualifications ASAP. If you do not have any qualifications, please let the committee know and they can assist with this. Burdekin FC will work in conjunction with Football Queensland to ensure our coaches receive up to date coaching information and where relevant, attendance at coaching clinics. Burdekin FC will attempt to keep our on-going coaches upskilled and will potentially provide payment for these programs for our coaches.

Burdekin FC expect any coach who participates in a club paid coaching development course is required to give back to the club by continue to coach with us for at least a two-year period.

FQ Northern Competition

The North Queensland Zone consists of 13 Clubs which are a combination of Junior and Senior players. Currently, the combined Junior and Senior membership for North Queensland stands at more than 3,500 players who come from Townsville, Ingham, Ayr and Charters Towers. Burdekin FC U12 and above competitive teams participate in the FQ Northern Competition.

Burdekin FC may also provide the opportunity for other age groups to participate in the FQ Northern Competition when numbers allow. Details regarding these teams will be communicated to all members by email.

Team Managers for FQ Northern Competition

The club will approach managers from the current year to determine whether or not they will be returning in the new season and will evidentially, offer them a position as required. Manager positions will be advertised as required. All managers will be appointed for a term of one year and must make themselves available for training sessions, games and carnivals as necessary.

The Team Manager shall generally:

- Familiarise themselves with all information contained within this handbook and FQ Northern competition rules.
- Register as a manager/volunteer with the Club on FFA's playfootball.com.au
- Be the main point of communication between their committee and the team, via the appropriate point of contact. Develop communication streams for contacting players and parents as necessary.
- Ensure that if any players leave the team or club, the committee is advised as soon as possible.
- Obtain the draw for the season and be familiar with the venue for all games and their locations prior to the first competition game. Ensure all players are made aware of times and venues for each game.
- Hold a current Working with Children (Blue Card)

Pre-Game:

- Ensure there is adequate water available for rehydrating players and ice packs in case of potential injuries.
- Ensure that the team sheet is completed prior to the scheduled kick off and has been lodged with the referees. Check the opposition team sheet for validity before the game.

During Game:

- Act in a reasonable manner in accordance with the club's Code of Conduct
- Ensure that your conduct as a team manager of BFC reflects the values associated with BFC and meets with the established Codes of Conduct
- Maintain accurate records of player participation

Post-Game:

- Either the coach or manager should remain with players until someone arrives to collect them after training sessions or games.

Club Code of Conduct

Our Club Code of Conduct is reviewed annually and is linked to our Club website page. This document contains the below information;

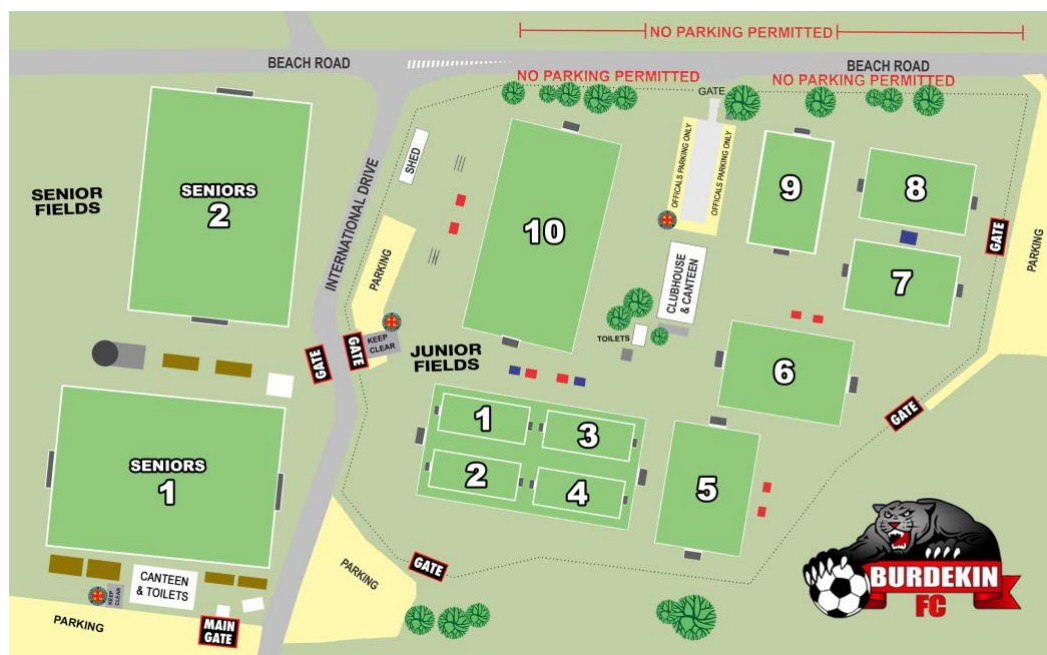
- General Code of Conduct
- Player Code of Conduct
- Parent & Supporter Code of Conduct
- Coach & Manager Code of Conduct
- Committee Member Code of Conduct

Complaints

In the event that a player or parent/guardian wishes to raise an issue or complaint, Burdekin FC expects that all reasonable attempts to resolve the matter informally occur as a first step. This involves discussing informally with the party of interest, discussing with coach/manager, discuss with a junior representative. Under no circumstances should a minor be involved in any dispute discussion unless their parent/guardian is present.

Where this does not result in a satisfactory resolution, a more formal process can be pursued where you would raise concerns with your coach or manager, then the Executive Committee and finally where it is required, lodging a written complaint. A written complaint is to be lodged with the club secretary via burdekinfc@hotmail.com who will then pass on to the executive committee and all other necessary parties. A written complaint will be acknowledged and a written decision will be provided to all parties involved.

Grounds and Facilities



Clubhouse / Canteen Operations

The clubhouse / canteen becomes operational during the competition season. Our canteen serves a variety of hot and cold food and drinks each Saturday morning. We also have a range of merchandise available for purchase.

Burdekin FC rely on contract staff and volunteers to run our canteen during the season. Please support our canteen by making a purchase on game day.

Our clubhouse is available for hire. Please contact our Fields and Facilities Manager for further details.

Training / Use of Fields

Training sessions are held at Burdekin FC Juniors grounds. In most cases, our Miniroos teams (U5-U12) will train once per week, with our competitive teams training twice per week. This however is subject to change in agreement with what the coach of each team decides. The club, in conjunction with team coaches will decide which days our junior teams will train. We do have a large number of Junior teams at the club, therefore ask that coaches/teams work together so that all team are accommodated. It is also mandatory for all junior players to wear shin pads at every training session.

Care of Club Grounds & Facilities

Every care must be taken to ensure the premises, facilities and the grounds are kept in good order and condition. Coaches must follow guidelines for the use of training areas to minimise wear on heavy traffic parts of the pitches. Toilets, club house and equipment room must be left in a clean and tidy condition after training and games. Coaches and players must be conscious of their responsibility in this regard.

Teams are required to help set up the fields for our junior games. This is done on a rotation basis and will be noted in the draw.

Club Equipment & Merchandise

Equipment

The club will provide balls, bibs and markers for training sessions, these are located in the club house equipment room. Additional equipment including agility poles, ladders etc are available for use and stored in the shed located behind the club house. This equipment should not be removed from the club grounds and should be returned at the end of use. All club equipment should be used with care and returned in good condition.

Merchandise

BFC offers a range of merchandise items for purchase throughout the year. We currently stock short and long sleeve club polos, bucket hats and visors, backpacks, playing socks and shorts. Items are available for purchase using cash or eftpos from the canteen at juniors or seniors during club fixtures.

Playing Strips

Local Club Competition

Upon payment of registration the club will provide each player with playing shorts and socks. Each team will be given a bag of game day jerseys. The team jersey bag should remain as a whole and no player should be taking individual jerseys home. It is expected that they are well cared for and returned at the end of the season. If all jerseys cannot be accounted for at the end of the season, the coach / player or parent in the team may be asked to replace the jersey at a cost.

FQ Northern Competition

The club will provide each team with their game day jerseys. These jerseys, along with a team bag, will be given to all coaches at the beginning of the season and it is expected that they are well cared for, accounted for and returned at the end of the season. The team jersey bag should remain as a whole and no player should be taking individual jerseys home with them. If all jerseys cannot be accounted for at the end of the season, the coach / player or parent in the team may be asked to replace the jersey at a cost. It is the responsibility of all players to purchase playing shorts and playing socks for the competition season. These items are available for purchase from Eathornes Sportspower.

General Information Communication

Every effort will be made to communicate important information about club activities to players, parents and guardians. Our main communication channels are via email, website and our club Facebook page. Players, parents and guardians should be encouraged to check Facebook and our Website as a first point of contact. The club may send email messages directly to individual parents and guardians as necessary. SMS messages may also be sent directly to players, parents and/or guardians. The club will also publish newsletters with up to date and important information and these will be disbursed to members by email and published on our Facebook page and website.

Team Coaches and Managers may contact players, parents and/or guardians direct, in relation to team activities or to pass on club information. It is suggested that teams set up a messenger group to allow open communication between coaches, families and players.

Managers of teams playing in the FQ Northern competition play an important role in communicating club information to players, parents and guardians. In most instances, a committee member will communicate with managers who will be expected to pass relevant messages on to the players, parents and guardians in their teams. Players, parents and/or guardians should also be familiar with the FQ Northern Facebook Page and should check this page regularly for any competition information, including the season draw.

Wet Weather

Local Competition

The club will make an informed decision on whether or not our training fields are deemed safe and useable for our players. If the club finds the fields are not in a safe and useable condition, the club will cancel all training sessions/games as it is required. The club will advise of this cancellation via email to all members and the club Facebook page as early as possible. If the club has cancelled sessions, it is prohibited for any team to train or play on our fields.

If there has been no communication from the club (or your team coach/manager), training/games will always go ahead. Please be advised that your Team Coach / Manager is able cancel a training session at their discretion and you will receive direct advice from them if this is to occur.

FQ Northern Competition Games

The FQ Northern association have the sole power of cancelling competition games and all players, parents and/or guardians should check their Facebook Page for these updates.

Once the club is advised by FQN of any cancellations, we will update our Facebook page and, in some instances, we will send an email to our coaches and managers to pass the information on to team members.

Start of Season information

The club will advise of all information regarding the season start via email, Facebook and our website. All details for the upcoming season including sign on and registration processes, come and try dates and times, fees and payments options will be published once confirmed by the committee.

Fees

BFC Players fees will be set by the committee for the football season each year. Player registration fees include FFA Fee, FQ Fee and NQ Zone Fee. An additional NQ Competition Fee will be payable for those members playing in the Townsville Competition.

Insurance

The club, its players and officials are covered by a compulsory insurance policy which is administered by Football Queensland. The Insurance premium is included in the registration fee.

Fundraising & Sponsorship

We are fortunate to have many wonderful club sponsors, we ask our members to show their appreciation and support these businesses. Sponsorship is always welcome. For further details on how to sponsor the club please contact our Sponsorship Coordinator or a member of the committee.

Fundraising is an important source of income for our club. We are always looking for volunteers to lead or assist with fundraising activities throughout the season. All funds raised go back into the club to benefit our children.

End of Season Functions

The club will host the End of Year Break Up at the conclusion of the season. The date of the break-up is generally on the Saturday following the final local competition games. All teams and coaches should be in attendance.

Special Events

Any additional events throughout the year will be published and communicated as required. The types of events may include Friday night games, fundraising events, carnivals.

Life Members

Life membership is an honour bestowed on individual club members who's exceptional, loyal and outstanding service and contribution has provided measurable benefit to the club over an extended period of time. Honorary Life Membership is recognised by BFC as the highest recognition that can be awarded onto a member in acknowledgement of exceptional service and contribution.

We are privileged to have a large number of Life Members recognised at our club. The Club welcomes nominations for Life Members.

Club Perpetual Trophies

Each year the club will award Club Perpetual Trophies at the end of year functions to recognise outstanding individuals. The Club welcomes nominations for these awards, please contact us to find out how to nominate a member.

FQ Northern Competition Information

For all of the competition details (including playing rules), important information, including contact information for members of the association, all players, parents, guardians and members should refer to the North Queensland Football website via www.footballqueensland.com.au

Game Locations

Local Competition

All junior club competition games will be held at BFC fields with the exception of occasional Friday night games which are held at the Burdekin FC senior fields located next to juniors.

FQ Northern Competition

Competitive teams participating in the NQ Football competition need to travel to Townsville for games throughout the year and this information will be highlighted as required in the season draw. They will also have home games at the junior fields in Ayr.

Season Draws

Local Club Competition

The draw will be communicated to parents via email and Facebook.

FQ Northern Competition

FQ Northern will contact players with details regarding how to access the draw. It is the responsibility of coaches and managers to source the up to date draw and advise their team each week. BFC Committee will communicate with Coaches and Managers of any changes to the draw as it is required.



WAR CRY

**We are the mighty red and blue
Burdekin are brave and true
Our defence is hard and strong
We can tackle all day long
Panthers, Panthers**

**We can run and we can pass
We score goals with skill and class
When we get the winning score
You will hear the Panthers roar
Goooooooooo Panthers!**



PLEASE
REMEMBER

1

THESE ARE CHILDREN

2

THIS IS A GAME

3

THE COACHES ARE VOLUNTEERS

4

THE REFEREES ARE HUMAN

5

THIS IS NOT THE WORLD CUP

6

**BEFORE YOU COMPLAIN . . .
HAVE YOU VOLUNTEERED YET?**

BURDEKIN FOOTBALL JUNIORS

