



Team Managers Information Sheet

Firstly thank you all for taking on the role of Team Manager to support your coaches and your team. Below are a few pieces of information which may be helpful for you to refer to. Some of the information below you may be aware of, some might be new to you.

Game Venues

Frankston Basketball Association currently schedule games at 6 venues, Frankston Stadium, Langwarrin Stadium, Flinders College, Bonbeach Stadium, John Paul College and Monterey College.

U8, U9, U10, U12 & U14 (Saturday) – Games are played between 8:30am and 7:00pm. Generally U8, U9 & U10 games are scheduled from 8.30am with the U12 in the early afternoon and the U14's from mid-afternoon.

U16, U18 & U23 (Mid-week competition) – Games are scheduled at 4.45pm, 5.30pm and 6.15pm. The majority of these games are scheduled at Frankton Stadium, with the overflow matches at Langwarrin depending on competition size.

Season Dates and Structure

Summer Season:	Term 4 and Term 1 of Victorian School Term Dates
Winter Season:	Term 2 and Term 3 of Victorian School Term Dates
Competition Dates:	Games are generally not scheduled on public holidays or school holidays. Refer to the Competition calendars for exact dates of the current season.
Grading Phase:	First three or four rounds of any season. These games do not count towards the season ladder.
Finals Phase:	Top 4 teams of ladder in a two round playoff format.

Team Sheet Fees

One of the main roles of the Team Manager is to be responsible for paying the team sheet fee every week prior to the match commencing.

The team sheet is currently \$50 per week for U8 – U10's and \$55 per week for U12-U16's and \$60 per week for the U18-U23's. **This fee must be paid weekly before your game can commence.**

At Frankston stadium you can pay by either Cash, Credit or EFTPOS and this is paid at the Blues Merchandise shop and it is possible to pay for games in advance (Frankston only)

At the remaining stadiums you must pay by cash and this payment is paid at the entrance at the stadiums.



The best way to work out the season fee for each family is to multiply the team sheet fee by the number of rounds and then divide by the number of players in the team. This amount will then need to be collected from each family throughout the season.

Some team managers find it easier to pre collect these fees from parents upfront or in 2 instalments (e.g 50% by round 2 and the remainder mid way through the season).

The team manager then pays the team sheet fee each week on behalf of the team. It is up to you as the team manager to determine what will work better for you to ensure all match fees are paid prior to the commencement of any match and that you are not out of pocket. We also recommend that you stipulate to families that regardless of how many games they play for the season, the team sheet fee you set is not negotiable. There may be families that will struggle to pay the 2 lump sum payments, so we encourage you to let them know there are other options to pay you should the need arise.

If you decide to pre collect it is advisable to include finals, that way you don't need to ask for additional money from parents towards the end of the season. If your team doesn't make it to finals, you as team manager can decide to put that money towards an end of season gift for the coach, reimburse parents, a pizza night for your team etc.

Codes of Conduct

We ask that prior to the season commencing you remind your parents and players about the Frankston Basketball Associations Codes of Conduct. These can be found at our website. This code has been circulated to all registered parents.

Scoring Roster

Each team needs to provide one scorer for each match. The coach shouldn't be included as they are busy on the day.

We strongly suggest you implement a scoring roster. This shares the load around between all families and ensures that everyone is helping out. Perhaps when you email the families in your team you ask them to notify you of any absences (planned holidays), that way this can be factored into the roster.

Fill in Players

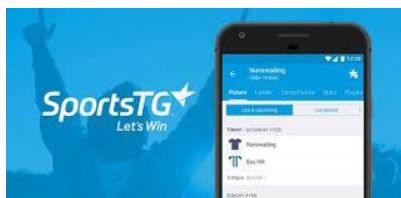
If you are short of players for a game and using an emergency fill in player, please ensure you abide by Frankston Basketball Associations rules regarding who can and cannot fill in for you.

You can only use fill in players of the same age group if you have less than 6 players to take the court. Please make yourself familiar with the fill in player ruling before finding a fill in player. A good way to source an additional player when your team is short is through the clubs facebook page. Alternatively, contact the club – meteors@mtelizameteors.com for clarification.



Communicating Game Information

It is good practice to contact your team weekly with game information – whether it be a quick text or a mid week email. The Game Day app is a handy tool to use for checking game times so send your parents the link to your team.



Fixtures can be checked by http://websites.sportstg.com/assoc_page.cgi?assoc=6 we will communicate via Facebook and email once the fixtures for the Summer season are released, but it is anticipated that this will be towards the end of the holidays or the first week back in term 4

Fixtures are subject to change and should be checked regularly.

Modified Rules for different Age Groups

Depending on what age group you are associated with, there are modified rules for U8, U10-14 and U16-U21. Coaches and Team Managers should familiarise themselves with these rules prior to the commencement of the season.

All age groups play a 45 minute match (2 x 18 minute halves) and training generally runs for 45 minutes throughout the week (at the coaches discretion – pending availability) at either Mt Eliza Primary or Mt Eliza North Primary.

If you are involved with an U8 team, you will find that there is lower rings mounted in the hall at Mt Eliza Primary for training purposes and the rings in the old Mt Eliza hall are adjustable.

Also attached to this is the following:

- Competition Calendar for the Summer Season
- Modified Rules for each age group
- The FDBA ruling on using a 'fill in' player for your team
- Code of Conduct for players, parents and spectators

If you require any assistance throughout the season, or have any queries, please do not hesitate to contact the club at meteors@mtelizameteors.com

Good luck for the up and coming Summer 18/19 season.

Regards

The Committee