

Willunga District Soccer Club

Member Welcome Guide

We would like to thank you for choosing to be part of the Willunga District Soccer Club "Willunga Phoenix"

We aim to create a fun, inclusive, supportive, and family-friendly sporting environment where members can pursue their love of soccer, develop meaningful relationships, and improve their skills, no matter their ability.

We are dedicated to supporting the components vital to our continued success: Players, Coaches, Team Managers, Volunteers and Parents.

Players, Coaches, Team Managers, Volunteers and Parents agree to these policies when they become a member of the Willunga District Soccer Club.

PRESIDENT'S WELCOME

Welcome Phoenix Supporters, Families and Players,

Thank you for being part of our incredible club and for taking the time to open this Welcome Guide. Our Committee has worked hard to make sure that it's packed with useful information which can help you this season.

We've got a great, refreshed committee this year, eager to help keep our club thriving but of course, your feedback and/or help is always welcome. Without the support and involvement of parents and the community, we wouldn't be able to keep the club going or the grounds ready to play on each week. A big thank you to our sponsors as well, who through their generous contributions help us refresh our uniforms and equipment while keeping costs low for our families.

We are incredibly lucky to have so many players across a range of age groups. Each team is supported by our volunteer Coaches and Team Managers, who help keep our players match ready!

Whether you are a returning member or new to Phoenix, I hope your experience as part of our team reflects the fun, inclusive, supportive and friendly environment we strive for.

If you haven't found the information you were after or just want to get in touch, please email me at president@willungaphoenix.com.au or have a chat with me or one of the other committee members at the grounds. I look forward to meeting you at a match, training or working bee!

All the best and Go Phoenix!

Joshua Reiter

President, Willunga District Soccer Club

Table of Contents

PRESIDENT'S WELCOME	
REGISTRATION AND PAYMENT	4
OVERVIEW	4
FEES	4
SPORTS VOUCHERS	5
TEAM ALLOCATIONS, RULES & GUIDELINES	5
TEAM ALLOCATIONS	5
SEASON AND FIXTURES	5
MATCH DAYS	5
TRAINING DAYS	6
TEAM SIZES, PLAYING FORMAT AND RULES	6
LEAGUES	6
RULES OF THE GAME	7
BEHAVIOUR	7
PLAYER DEVELOPMENT	7
PLAYER OF THE DAY AWARDS	8
MATCHDAY UNIFORMS:	
TRAINING UNIFORMS:	9
PLAYER SAFETY – BOOTS and SHIN GUARDS	9
VOLUNTEERING	9
COACHES	9
TEAM MANAGERS	
REFEREES	
GROUND / MATCH STEWARDS	
GENERAL INFORMATION	
COMMITTEE MEMBERS	
OUR HOME GROUND	
COMMUNICATION	
CHILD SAFETY	
CLUB MERCHANDISE	
ILLNESS AND HOLIDAYS	
MEDICAL RECORDS	
CANTEEN	
FUNDRAISING AND SPONSORSHIP	
CLUB PHOTO DAY	
PLAY FOOTBALL ONLINE REGISTRATION INSTRUCTIONS	

REGISTRATION AND PAYMENT

OVERVIEW

Due to club, League and FFA insurance requirements all players must be officially registered prior to playing.

As a member of Willunga Phoenix, your child(ren) are also members of the Football Australia (FA) fraternity. As such, formal registration involves registration and payment of club fees on the FA's self-service My Football online portal.

Please note that registration and fee payment for all players are **MANDATORY** prior to:

- Collection of club training gear, matchday gear including club shirts and socks.
- Eligibility for selection to play in all league games, including inter club "friendlies".

In the event of financial difficulties please contact our treasurer to make alternative payment arrangements - treasurer@willungaphoenix.com.au

REGISTRATION IS A TWO-STEP PROCESS:

1. Club Expression of Interest / Pre-Registration and Confirmation

This step involves completing an 'Expression of Interest / Pre-registration' with Willunga Phoenix and receiving confirmation that your child(ren) has been granted a place on a team squad.

2. Online FFA Registration

This is the mandatory process of registering and paying for the player on the My Football portal, ensuring that all required club and governing body fees are paid included. It then also enables the player to be included on all electronic team sheets.

To register click here to access the My Football portal and complete your registration by following the instructions.

Please refer to the back of this guide for a detailed overview of the My Football Online Registration process

FEES

As a club, we strive to keep the fees as low as possible. 2024 season fees are as follows:

Age Group	Annual Fees	Payable with Sports Voucher
U6s to U10s – Full Fee	\$187	\$87
U6s to U10s – Dual Membership*	\$122	\$22
U11s to U12s – Full Fee	\$220	\$120
U11s to U12s – Dual Membership*	\$155	\$55

* Dual Membership is for players who have already registered with Football SA the 2024 season and playing for a club on Sundays JPL or JSL.

All Football Australia (FA) insurances and associated fees are incorporated within the fees you pay to Willunga Phoenix.

Payment of fees is carried out online and forms part of the FA Play Football registration process, with more information provided on this prior to start of the season.

SPORTS VOUCHERS

Sports Vouchers are a Government of South Australia initiative for school age children from Reception to Year 9 to receive a \$100 discount from sport organisation fees for the current season.

If you wish to redeem your child's sports voucher, please select sports voucher when confirming payment and use the code **SVoucher24** which will reduce your fees payable.

Please note sports vouchers are non-transferable, can only be redeemed once per calendar year per child and cannot be split and partially claimed across multiple sports.

TEAM ALLOCATIONS, RULES & GUIDELINES

At Willunga Phoenix we promote equal opportunity and form teams with girls and boys mixed.

In the same way we do not hold trials, our club also does not support or promote the notion of "A" and "B" teams where multiple teams exist within the same age group.

TEAM ALLOCATIONS

We recognize that our kids have a preference to play with their friends which we will attempt to accommodate. However, please understand that vacancies are limited, and friend requests by new members are weighed up against members from past season who request to remain in the team they previously played in.

The allocation of players to teams is a complex and time-consuming exercise for the reasons mentioned above. Therefore, once teams are set, we respectfully ask not to request team changes without exceptional circumstances.

Once team squads are finalised the club will send you a confirmation email with further relevant information on coaches, training times, fixtures and the season ahead.

SEASON AND FIXTURES

Season fixtures will be released close to start of season, typically one of two weeks prior to the season start. Once fixtures have been released a website will be available with fixture dates, times and locations.

Typically the season runs from late April/early May to late September with a break during school holidays.

Please note that unlike other sporting codes, our club does not have a full home day (where all our age group teams play at home) or full away days; as the number and make up of league divisions varies depending on age groups.

MATCH DAYS

Matches are held every Saturday morning at a variety of venues either home, at Willunga High School or away at opposition grounds.

Entrance to the school grounds on match day will be via the northern gate on Main Road and the gates on Gaffney Road will also be open.

Match days at our home ground require 3 pitches to be set up and packed up each Saturday.

The teams scheduled at the start of the day are required to set up the pitch for their game only. That pitch is then kept set up until the last game of the day, whereby the last team to play is required to pack up their pitch.

This job can be done more quickly when everyone assists. Please offer help if your child plays the first or last game of the day.

Please arrive at least 20 minutes before kick-off wearing the correct kit on game day so your child has time to warm up.

Please note matches may be cancelled due to adverse weather conditions.

TRAINING DAYS

Weekly training is held at Willunga High School. Entrance to the school grounds on training days will be via the northern gate on Main Road.

The weeknight and time of training (one hour duration) is determined by a combination of coach availability, availability of balls and availability of space. This will be confirmed close to the start of season.

Our volunteer coaches go out of their way and work tirelessly to prepare training for the kids. In return we strongly encourage players to attend all training sessions.

To ensure the safety of all children, there must be one parent or guardian to remain at the ground during the entire training session. Parents may pre-arrange for their child(ren) to be in the care of other parents at their discretion, with the assumption that in an emergency that parent/guardian is responsible for their wellbeing.

Please arrive at least 10 minutes before commencement of training to ensure training starts on time.

Please note training may be cancelled due to adverse weather conditions.

TEAM SIZES, PLAYING FORMAT AND RULES

Willunga Phoenix U6 to U12's play Small Sided Football (Soccer).

Small Sided Football is a modified form of adult football designed to meet the needs of younger players who have very different developmental characteristics and needs to adult players. Small Sided Football is internationally recognised, with its philosophy focusing on enjoyment and freedom of expression with more touched of the football, and with limited emphasis on coaching per se, particularly in the formative years of a player's development.

More information on each age groups format and rules can be found on our website here.

LEAGUES

Willunga Phoenix is a member of the Noarlunga District Junior Soccer Association (NDJSA).

For age groups U6 to U12 our teams play in the Noarlunga District Junior Soccer Association (NDJSA). With over 30 school and regional based clubs in the NDJSA, away games in the league span as far as Happy Valley to the north and Aldinga in the South. For more information on the NDJSA please visit <u>www.ndjsa.net.au</u>.

RULES OF THE GAME

The National Rules and Format can be found on the Football Federation Australia website: www.playfootball.com.au/sites/play/files/2018-01/14701_football_aldi-miniroos-collateral_playing-formatsrules.pdf

There is also an online Laws of the Game resource. This educational tool gives interactive access to the Laws of the Game including videos, workbooks, exams, procedures, interpretations, additional information and details on how to become an officially accredited referee, should you wish to take your football knowledge to that next level: www.playfootball.com.au/referee/laws-of-the-game

BEHAVIOUR

If anyone – player or supporter - is behaving inappropriately, they will be pulled up.

it is expected that supporters will model the kind of good sportsmanship we expect to see from our children. The standard you walk past is the standard you accept: disrespectful, unfair or aggressive behaviour has no place in our club or our community.

If you see someone from an opposition club behaving poorly, do not engage with them; rather, report the behaviour to a referee, coach, team manager or committee member to deal with. There will always be someone from the committee at the ground to help out.

Remember:

- 1. These are kids.
- 2. This is a game.
- 3. The coaches are volunteers.
- 4. The referees are human.
- 5. This is NOT the World Cup.

PLAYER DEVELOPMENT

The Club aligns itself to Football Federation Australia's (FFA) National Curriculum and Coaching Process, which breaks down player development into the following phases:

- Ages 5 9 Discovery Phase
- Ages 9 13 Skills Acquisition Phase
- Ages 13 17 Game Training Phase
- Ages 17+ Performance Phase

The Club sets out to ensure all children are given the opportunity of developing their skills by playing in a number of positions over the course of the season:

PLAYER OF THE DAY AWARDS

The team manager and coach will award one certificate per game to a team member of their choice.

The decision may be based on a number of different reasons and the club encourages the certificates to be used in an open-minded way.

The "player of the day" may not be the "BEST" player of the day, it may be a player who has been doing it rough all season and finally has a good game, it might be the defender who took a really hard blow to the body while defending, or it might be the player who booted the most goals to win the game.

This club is about having fun and learning the craft of the game. Encouragement comes in many forms and rewards will be shared around equally to build players' confidence.

UNIFORMS

Willunga Phoenix has two uniforms, Matchday and Training:

MATCHDAY UNIFORMS:

Matchday Uniform	Details
Red and White Matchday Top	Returnable to club at end of season
Black Matchday Shorts	Club shorts may be purchased from our clubs online Merchandise Shop
(no pockets)	Plain black shorts can be purchased from any good sports store
Red and White Club Socks	Included with fees





Front

Back

TRAINING UNIFORMS:

Training Uniform	Details
Black Training Top	Returnable to club at end of season
Black Training Shorts	Purchased from any good sports store/or used from previous seasons
Plain Red or Old Club Socks	Purchased from any good sports store/or used from previous seasons

Parents are kindly asked to keep the supplied uniforms in good repair and launder their own child's shirt each week. Uniforms should not be altered in any way or swapped between team members.

Both training and matchday shirts must also be handed back to the club in good condition at the end of season.

PLAYER SAFETY – BOOTS and SHIN GUARDS

For the safety of all children, boots and shin guards are mandatory for all trainings and matchdays without exception.

If shin pads are left at home, the club has a box of spare shin pads which can be loaned for the occasion, however the availability of these cannot be guaranteed.

Mouth guards are not considered essential.

VOLUNTEERING

Willunga District Soccer Club is run by a Committee of Volunteers.

We are run not-for-profit, and all money goes back into the club for the development and benefit of our members.

We would like to highlight that all committee members and coaches and team managers give their time for free, while also balancing paid jobs, homelife and parenting themselves.

We hope that your time at Willunga Phoenix is filled with happy memories and moments, but we do recognise things can go wrong from time to time.

If you do have any serious complaints or concerns we request all complaints are made in writing via email to our club President - Josh Reiter - president@willungaphoenix.com.au

If you would like to help support us by joining the committee or are interested in becoming a coach, please get in touch by emailing - Volunteer Manager - Carmen Rigney - volunteer@willungaphoenix.com.au

COACHES

Players take part to learn and have fun with the end result being the outcome of hard work, fair play and sportsmanship.

Developing each of the Club's members is therefore the focus of the Coaches, not a 'win at all costs' mentality.

Coaches should:

- Encourage good sportsmanship, be a positive role model and help players to develop as human beings, not just soccer players.
- Focus on the positives, recognise all individuals throughout the season.
- The Coach is solely responsible for providing guidance to players on the field.
- During the game, parents and guardians are asked to comply with the Football SA's Code of Conduct and only provide positive comments about the team as a whole and not single out individuals or instruct any players in any way.
- The Coach & Team Manager have the authority to manage any parents and guardians who do not comply with the above points and can request that a spectator leaves the venue.

At the start of each season, we are always in need of parents to step up to coach - if your child is in a team that currently has a coaching vacancy, please consider whether you would like to coach.

Taking on the role of coach may seem a daunting task, however the club does not expect coaches to be experts in soccer. On the contrary coaching can be extremely rewarding with the support of the club and other parents as you jointly watch the players develop and grow in their love of the game.

TEAM MANAGERS

Team Managers are an essential role within our club, and we ask all parents to consider volunteering to be a team manager for your child's team. It is a requirement of the club that 1 team manager per team **is mandatory**.

The role of the Team Manager is to support the coach by coordinating the activities that free the coach up to focus on coaching.

This includes:

- Organise the distribution and collection of uniforms at the start and end of the season;
- Coordinate the setting up and pulling down of goals etc. on matchday;
- Assist on match day through the completion of required matchday cards (electronic);
- Organise volunteers for canteen schedule (on home days);
- Organise parents on game day to help with timing/linesperson & steward duties;
- Remind team members when and where the team are playing the following week;
- Create a team oranges/fruit roster for half time refreshments.

This role is great for someone who's happy to work behind the scenes organising parents and keeping the team rolling smoothly!

REFEREES

All teams U12 and below will need to supply a referee or 'game leader' for home games. Your team manager may ask you, as a parent, to help with referee duties. If you are asked to referee and feel that are under qualified, please let the team manager know.

GROUND / MATCH STEWARDS

All teams U12 and below will need to supply a Ground / Match steward per the NDJSA Guidelines. Please note games will not commence without a steward. Your team manager or coach will ask you, as a parent, to help with these duties. Please click <u>here</u> to refer to these guidelines to ensure you are aware of these duties.

GENERAL INFORMATION

COMMITTEE MEMBERS

The committee members are all active parents with their own children playing at the Club. There will always be someone around on match days or trainings to help with any questions you may have, so if you don't personally know the friendly faces to names don't hesitate to ask around.

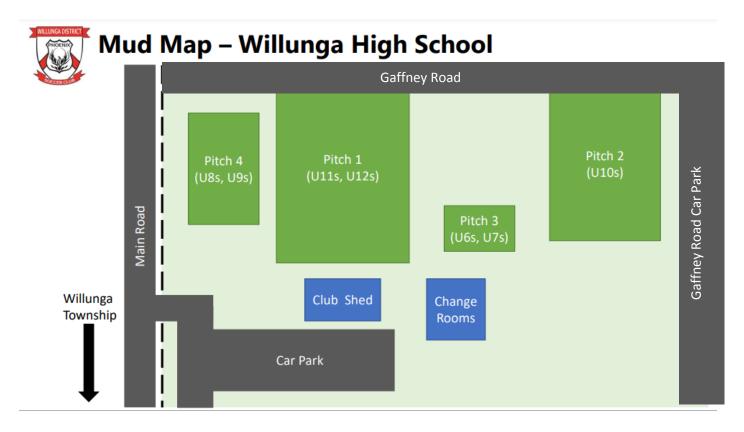
The below are the committee members for this season:

President	Josh Reiter	president@willungaphoenix.com.au
Vice President	Andrew Jericho	vicepresident@willungaphoenix.com.au
Secretary	lan Brunning	secretary@willungaphoenix.com.au
Treasurer	Airlie Waller	treasurer@willungaphoenix.com.au
Registrar	Nathan Eckert	registrar@willungaphoenix.com.au
Child Safety Officer	Dean Vince	childsafetyofficer@willungaphoenix.com.au
NDJSA League Delegate	Josh Reiter	president@willungaphoenix.com.au
Club Coach	Andrew Jericho	clubcoach@willungaphoenix.com.au
Merchandise Manager	Carmen Rigney	merchandise@willungaphoenix.com.au
Social Media Manager	Donna Shoumack	socials@willungaphoenix.om.au
Sponsorship Manager	Rachel Paterson	sponsorship@willungaphoenix.com.au
Canteen Manager	Carmen Rigney	canteen@willungaphoenix.com.au
Property (Assets)	James Hamilton	property@willungaphoenix.om.au
Volunteer Manager	Carmen Rigney	volunteer@willungaphoenix.com.au
IT Manager	lan Brunning	secretary@willungaphoenix.com.au
Grounds Manager	Nathan Eckert	registrar@willungaphoenix.com.au

OUR HOME GROUND

Willunga High School is the home of Willunga Phoenix. During training, entrance access to the school will be via the northern gate on Main Road. On match days, the gates on Gaffney Road will also be open.

We wish to advise that our home venue and all away venues are **smoke free** and **dog free**. Additional Covid-19 restrictions may apply.



COMMUNICATION

Communication is one of the most important ingredients of a well-managed and successful club. We want to keep our families well informed but have made a promise not to bombard your email inboxes. As a result, the Club uses a variety of apps and social media to advise of weekly game schedules, rosters, upcoming events.

- **Email** for all club and team critical information as well as primary method for direct contact with club committee and coaches
- Facebook for public announcements
- WhatsApp for communication between Coaches / Team Manager and Individual Teams
- Private Facebook Group Willunga Phoenix Members Zone
 A closed Facebook group for parents, players and committee to socialise online it includes updates on social events, photos and other updates and an opportunity for parents to ask questions.
- **Website** For updates on broad range of club information and resources which over time may include events and club fixtures.

Once teams are filled, the club also encourages teams to set up private chat groups, at their discretion.

CHILD SAFETY

Willunga Phoenix is committed to the safety and welfare of all children and young people who play within our soccer club and community.

All committee members, coaches and volunteer roles must comply with the National Member Protection Policy which includes the FFA Codes of Behaviour and undergo a Child Related Employment Screening to determine their suitability to work in a volunteer capacity with children.

More information on this can be found by contacting our club's Child Safety Officer – Dean Vince - <u>childsafetyofficer@willungaphoenix.com.au</u>.

CLUB MERCHANDISE

To look good on and off the pitch, a range of club merchandise is available from our clubs merch supplier that can be accessed from our club's website – <u>www.willungaphoenix.com.au</u>

Please review sizing and choose clothing items carefully as the purchase of sale transaction is online and between you and the supplier. The club has limited powers when it comes of refunds and returns.

Unfortunately, due to covid overseas supply chain and shipment delays may result in delays to delivery that are out of our control.

ILLNESS AND HOLIDAYS

Please let your Coach and Team Manager know if you have a planned holiday so a substitute player can be found if needed.

Illness is something that the club would like you to take seriously. Please let your child rest if they are sick, and do not come to training or games if contagious. Please let your Coach and Team Manager know ASAP if your child cannot play or train due to illness.

If your child has serious health issues or allergies, please let the club know. Your child's health is important to us and all information will be kept confidential.

MEDICAL RECORDS

Parents and guardians are responsible for ensuring the Club are informed of all medical conditions for their child. Where a medical condition is noted, the Club will ensure that this information is shared with the respective Coach and Team Manager, in case it is needed in an emergency.

CANTEEN

On home match days the club will open the canteen offering refreshments and a BBQ.

Our canteen can only operate if we have volunteers.

To ease the burden the club will create and circulate a canteen roster. The roster will each week have a nominated home teams responsible for the operation of the canteen throughout the morning.

We ask that the filling of the roster is coordinated by the Team Managers, which will be circulated to shortly after fixtures are released.

Please note that the canteen only opens on matchdays. The canteen will not open midweek during training.

FUNDRAISING AND SPONSORSHIP

Fundraising, Grants and Sponsorship are important to the financial stability and growth of our club whilst keeping our fees as low as practically possible.

We invite families to support the club's fundraising effort by purchasing goods from the canteen and club merchandise from our online shop.

We invite businesses in the community (big and small) to support our club through sponsorship.

Additional information on sponsorship packages available via our website, where a sponsorship prospectus can be downloaded.

Alternatively, please contact our Sponsorship Manager – Rachel – sponsorship@willungaphoenix.com.au

CLUB PHOTO DAY

The Club Photo day will be announced early in the season. The photos are a great keepsake and a great reminder of your time with Willunga Phoenix. Players are required to wear full kits. A time schedule and more details will be emailed out closer to the date.

Any questions, contact - Social Media Manager - Donna Shoumack - socials@willungaphoenix.om.au

PLAY FOOTBALL ONLINE REGISTRATION INSTRUCTIONS

Registration to Play Football can only take place after you have received written confirmation that your child(ren) has been granted a place on a team squad.

Please follow the instructions to register online;

What you need?

- 1. About 15 minutes in front of a computer
- 2. Access to the internet
- 3. Your credit card
- 4. A recent digital passport like photo of the player(s) being registered (if not previously registered)

Start Registration:

1. Open up a web browser and navigate to one of the following links:

For Noarlunga District Junior Soccer Association (U6 to U12) https://registration.playfootball.com.au/common/pages/reg/welcomeregplus.aspx?entityid=76084

2. Click on "Get Started".

Sign In or Create Account

If this is your first time registering your child to play soccer you will need to first create an account.

- 1. Click on "Continue" to create an account.
- 2. Fill out your personal details (as parent or caregiver not your child) and complete personal account registration to create an account record.
- 3. Click on "Sign In"
- 4. Sign in using your email address and password; or if this fails try logging in using the social media account option.

If you have registered your child in recent previous years skip the above step

Select the person you are registering for

- If you are registering a player for the first time click on Register my CHILD under "I am registering a new person".
- If you are re-registering a player from a previous year, select your child from the list "I am registering a linked person" and click on "Continue"

Product Select

5. Select the correct Registration Product that applies for the players registration.

Product	Description	Full	With Voucher
Junior Player – U6 to U10 NDJSA	Non competition players in Noarlunga league	\$187	\$87
Junior Player – U6 to U10 NDJSA Dual Reg Player	Non competition players in Noarlunga league who are also registered as a player in FSA Sunday competition. In this instance FA and FSA fees deducted.	\$122	\$22
Junior Player – U11 to U12 NDJSA	Competitive age players in Noarlunga league	\$220	\$120

Products for this season are: Amount Payable

Junior Player – U11 to U12 NDJSA Dual Reg Player	Competitive age players in Noarlunga league who are also registered as a player in FSA Sunday competition. In this instance FA and FSA fees deducted.	\$155	\$55
NDJSA Team Coach or	Volunteer Role	n/a	n/a
Assistant Coach			
NDJSA Team Manager	Volunteer Role	n/a	n/a

Click the "Select" to continue.

Product Details

Confirm that the product selected is displayed on screen, also double checking that Willunga District Soccer Club is displayed at the top and then **"Continue"**.

Participant Details

- 1. Update all the participants details
- 2. Update Parent/Guardian details
- 3. Update Other Personal Information
- 4. Update Organisational Specific Information

IMPORANT:

If you wish to claim your sports voucher and receive the \$100 discount please ensure details are completed under this section including that your childs medicare number is entered in full.

click "Continue".

Personal Photo ID

Upload a personal photo of player if registering your child for the first time, important in adhering to photo guidelines displayed on screen and then click "**Continue**".

Review your Order

Click on the 'Check Box' Read and Acknowledge all Terms and Conditions by selecting Accept All T&Cs displayed and then click "Continue".

Payment Screen

Please review amount payable.

- 1. If you chose to claim a sports voucher;
 - under Vouchers/Coupons select "SA Sports Voucher 2024" from drop down list.
 - Enter the Voucher Code SVoucher24 (please note this code is case sensitive) and "Apply".
 - The voucher discount will be applied and your amount payable will be adjusted.
- 2. Enter Payment Details and Pay Now.
- 3. Once payment is confirmed as successful, your registration will be submitted.

Need Help?

If you have any trouble with your registration, please use the following resources to help you;

- Email: registrar@willungaphoenix.com.au
- Visit the FAQs page on our website
- Visit the FAQ's page on the Play Football website
- Contact Play Football through https://playfootball.com.au/contact
- Call FFA Support Centre on 02 8880 7983