



HEATHMONT HORNETS TEAM MANAGER'S GUIDE WINTER 2010

Heathmont Hornets Basketball Club's mission is to provide a safe environment for children to play team sport irrespective of age, gender, status or ability.

Since our inaugural season in 1993, dedicated volunteers have worked tirelessly to provide over 2,000 children in the Maroondah region with the opportunity to improve their fitness, practice team work, develop basketball skills and demonstrate sportsmanship within an inclusive environment.

Thank you for accepting the role of Team Manager; we sincerely appreciate your willingness to assist our great Club. Your role is not overly demanding but we could not function without your assistance.

The role of team manager is to assist at a team level. This relieves the coach of the administrative functions involved in getting a team onto court and allows your coach to give maximum effort to coaching and training the team.

Thank you again for volunteering and good luck for the season.

If you have any queries please contact the relevant person below:

Hornets Contacts:

President	Gus Zuccon	0438650017	president@heathmonthornets.com
Vice President	Gayle Babb	9870 0775	vice.president@heathmonthornets.com
Treasurer	Kevin Watters	9729 8818	treasurer@heathmonthornets.com
Registrar	Ray Babb	9870 0775	registrar@heathmonthornets.com
Secretary	Judy Hammer	9720 1373	secretary@heathmonthornets.com
Coaching	Gus Zuccon	0438650017	coaches@heathmonthornets.com
Alternates	Sue Classon	9729 5782	alternates@heathmonthornets.com
Uniforms	Karen Murphy	9801 9426	uniforms@heathmonthornets.com
Team Managers	Judy Zuccon	9720 4583	team.managers@@heathmonthornets.com

Age Group Coordinators:

Under 10-23 Girls	Peter Kavanagh	0418345505	girls.coordinator@heathmonthornets.com
Under 23 Boys	Gayle Babb	9870 0775	b23.coordinator@heathmonthornets.com
Under 8 Mixed	Gayle Babb	9870 0775	m8.coordinator@heathmonthornets.com
Under 10 Mixed	Ray Port	9879 9874	m10.coordinator@heathmonthornets.com
U/12 , U/16 Boys	Bob Laidlaw	8802 0445	b12.coordinator@heathmonthornets.com
Under 14 Boys	Lisa Shield	9726 5767	b14.coordinator@heathmonthornets.com
Under 18 Boys	Stephen Shield	9733 2556	b18.coordinator@heathmonthornets.com

Other Contacts:

Maroondah Indoor Sports Stadium	9298 4488
Nunawading Basketball Stadium	9802 9097

Websites:

Heathmont Hornets	www.heathmonthornets.com
MEBA Inc.	www.meba.basketball.net.au
Ringwood Hawks	www.ringwood.basketball.net.au
Maroondah Sports Centre	www.maroondahleisure.com.au
Basketball Australia	www.basketball.net.au
Basketball Victoria	www.basketballvictoria.com.au
Big V Basketball	www.bigv.com.au
VBRA (Referees)	www.vbra.basketball.net.au
VBSA (Scoretable)	www.vicscoretable.org.au

TEAM SHEET MANAGEMENT

The team manager should arrive at the venue ten to fifteen minutes before the game, then check the score sheet and pay for the score sheet (\$30) prior to the scheduled starting time.

Printed score sheets (with all players' names and numbers) will be available from Round 1:



- a) Ensure all details are correct (eg grade, date, game time and opposing team)
- b) Add the coach's name
- c) Check that all players and their singlet numbers are correctly listed
- d) Collect fees from each player (eg \$4 each)
- e) Pay the team sheet fees (\$30 at all venues)
- f) Appoint a competent scorer for each game
- g) Ensure players who have not scored or fouled sign the back of the scoresheet.

Please note:

- Late penalties apply with one point forfeited for every minute that the game start is delayed. Ten minutes delay results in a walkover (\$70 fee being paid by the **team**).
- The team sheet fees are to be managed by the team manager. Heathmont Hornets suggest that you collect \$4 per player per game. This means that there are always funds available for when there is insufficient players to pay for the team sheet.
- At the end of the season, the surplus funds can then be disposed of at the team manager's discretion, eg subsidise the last game, coach's present, team break up, etc.

SCORERS

A competent scorer must be provided for each game. Please prepare a roster so that every family contributes. Scoring is not difficult, assistance is always available and courses are run throughout the year. Please contact Gus Zuccon (coaches@heathmonthornets.com) for more information.

SCORESHEETS

Players must have played at least half of the season's matches to qualify for finals. The only evidence of a player's participation in a game is via the scoresheet.

Therefore, all players must either:

Score, foul or take foul shots

OR

Sign the back of the sheet

Failure to provide full name, number and signature at the end of the game (if they have not scored, fouled or taken a foul shot) will result in that player not being credited with the game.

Please note:

- Score sheets are printed with the names provided by the Team Registration Form from Round 1.
- New players who join a team after team entries are lodged, must register their details on the back of the score sheet for the first game that they play. Date of birth **MUST** be included to avoid the team forfeiting the game.
- If a player's name was written on the score sheet for Round 1 but is missing at Round 2, it means that the player is not registered within the GEBC system. Their name and date of birth must now be written on the back of the score sheet in order to avoid forfeiting the Round 2 game and in order to be registered and included on the score sheet for Round 3.
- A player can be added to the score sheet (by hand) throughout the season. This needs to be recorded on the back of the score sheet along with their name, date of birth and "permanent" or "fill in" to avoid forfeiting the game. The player will then be registered and included on the score sheet for the following round.
- Rules apply for players "filling in" when a team does not have enough players to participate. In general, players are not allowed to play in the same age group twice on one day nor are they allowed to play in a much higher age group. Please refer to the MEBA website for full details.



GAME ATTENDANCE SHEET (PLAYER PARTICIPATION)

A game attendance record has been provided in order to record player attendances. Players must play at least half the matches to qualify for the finals, including grading games. The team manager needs to ensure that their players are notified regarding their qualification for the finals.

ENCOURAGEMENT AWARDS (U/8 TO U/12)

Heathmont Hornets provides "Player of the Week" awards for all U/8, U/10 and U/12 teams. These certificates are sponsored by www.antevo.com.au (website specialists).

At the conclusion of all **U/8, U/10 and U/12 games**, the team manager or coach should present an encouragement award to a player. These awards should be equally shared across the team.



DISTRIBUTE NEWSLETTER AND FUND-RAISING MATERIALS

Please distribute all newsletters and fund raising materials promptly as this is the primary means of distributing information within the club. Please encourage your players and their families to participate in all fundraising events to raise valuable funds for our Club.

PICK UP AND RETURN ALTERNATE SINGLETS

Teams named first on fixtures/score sheets must change to alternate tops. Alternates are required if we are listed to play against another Hornets teams, Rascals and Waverley. Please contact **Sue Classon (9729 5782)** by **Wednesday** of the preceding week to arrange for alternates. Pick up address: **23 Rozelle Ave, Ringwood East.**

Alternates may be hired for \$15 per set with \$5 refund at end of game from the venues, (to be paid by the team). For grading games there is no penalty when "00" singlet is worn. A penalty will apply after grading.

In the case of similarity in the colors of the opposing team's uniform, the team appearing on the left hand side of the fixture must change into their alternate uniform (ie "home" team).

WINTER 2010 DATES (to be confirmed)

April	-	-	17	-	
May	1	8	15	22	29
June	5	-	19	-	
July	-	10	17	24	31
August	7	14	21	28	

September 4	Elimination Finals
September 11	Grand Finals

No Matches: April 24 (ANZAC Day); June 12 (Queen's Birthday)

VENUES

Nunawading Stadium

Burwood Hwy East Burwood (Melways 62 C7)
Phone: 9802 6711

Oakleigh Recreational Centre

Park Rd Oakleigh (Melways 69 H6)
Phone: 9568 1922

Mullauna Sec. College

Tirana St., Mitcham, (Melways 48 J6)

Donvale Christian College

Tindals Rd., Donvale (Melways 34 K9)

Ringwood (Maroondah) Stadium

Canterbury Road, Ringwood (Melways 63 E1)
Phone: 9298 4487

Forest Hills Sec College

Mahoneys Rd East Burwood (Melways 62 C5)

Vermont Primary School

Nurlendi Rd., Vermont, (Melways 62 K3)
Car park below the roadabout

Brentwood Secondary College

Cnr Watsons Rd (Melways 71 D7)

Admission: \$ 2 (all venues) **Score Sheets:** \$ 30 (all venues) An inter-venue pass operates.

OTHER IMPORTANT INFORMATION

Insurance:

Players are covered by Sports Insurance for training and games. Players injured during a game are to write details of injury on back of score sheet. Claim forms for teams registered with RBA are available from Maroondah Stadium 9298 4487. Claims/injury reports are to be lodged with the insurance company within 30 days.

Game rules for Normal rounds

- 50 minute schedule,
- 2 timeouts per half – clock does not stop.
- No timeouts last 2 minutes of first half.
- Clock stops every whistle in last 2 minutes of second half.



'SIN BIN POLICY'

The GEBC Saturday competition operates a 'sin bin' policy.

Any player receiving a **TECHNICAL FOUL** or **UNSPORTSMAN LIKE FOUL** will result in the player being sent to the bench 'sin binned'. This will cause the player to be out of the game for the next **5 minutes**. The player may sit on the team bench during this time. The time the infringement occurred will be recorded against the player on the score sheet by the referee.



The player may return at the next available substitution opportunity after the 5 minutes has elapsed.

- A "sin binned" player may be replaced by a substitute if one exists.
- A second similar offence by the same player will result in the player being disqualified from the game.
- If a player is "sin binned" in the last minute of the 1st half the time carries over into the 2nd half.
- If a player is "sin binned" with 4 minutes left in the last half, they are out for the remainder of the game.
- If the player refuses to leave the game then normal rules will be applied and the player will be disqualified and possibly reported.
- If a team only has 5 players then they will only have 4 for the time the player is off.
- If you have any further questions, please ask your referees/referees supervisor before the game.

Referees are encouraged to warn players in a courteous manner of any behaviour or language which may lead to Technical or Unsportsmanlike fouls.

BASKETBALL VICTORIA: CODE OF CONDUCT

PLAYERS CODE OF CONDUCT

1. Understand and play by the rules.
2. Respect referees and other officials.
3. Control your temper.
4. Work equally hard for yourself and for your team.
5. Be a good sport.
6. Treat all players as you would like to be treated.
7. Play for the "enjoyment of it" and not just to please parents and coaches.
8. Respect the rights, dignity and worth of every person.
9. Be prepared to lose sometimes.
10. Listen to the advice of your coach and try to apply it at practice and in games.
11. Always respect the use of facilities and equipment provided.

PARENTS CODE OF CONDUCT

1. Encourage your children to participate for their own interest and enjoyment, not yours.
2. Encourage children to always play by the rules.
3. Teach children that an honest effort is always as important as a victory.
4. Focus on developing skills and playing the game. Reduce the emphasis on winning.
5. A child learns best by example. Applaud good play by all teams.
6. Do not criticise any child in front of others.
7. Accept decisions of all referees as being fair and called to the best of their ability.
8. Set a good example by your conduct and behaviour.
9. Support all efforts to remove verbal and physical abuse from sporting activities.
10. Respect the rights, dignity and worth of everyone.
11. Show appreciation for all coaches and officials.
12. Keep children in your care under control.
13. Always respect facilities and equipment.

Web site:

Please visit our website www.heathmonthornets.com for important club and game day information. We would like you to help us make our web site even better and even more dynamic. Please send comments, questions, game reviews, suggestions, player profiles, photos, etc to president@heatmonthornets.com. Heathmont Hornets is also now on Facebook. Follow the link on our Home page and become a fan.



Fixtures:

Fixtures are not issued. You must check the game time weekly either via the Hornets website or the GEBC website www.meba.basketball.net.au. For Grading Games (Rounds 1-6) details of fixtures will be issued after 4pm on Tuesday each week.

Privacy Statement:

Heathmont Hornets Basketball Club Inc. will only disclose the relevant information that is related to the primary purpose of communicating with parents and players. This information may be given to coaches, team managers, GEBC grade secretaries and RBA registrar. At no time should a team manager distribute a player's details without permission from the player's parents/guardians.