

TEAM MANAGER'S GUIDE

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 1994, 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:

Hornets Contacts:

President	Gus Zuccon	9720 4583
Vice President	Gayle Babb	9870 0775
Treasurer	Kevin Watters	9729 8818
Registrar	Ray Babb	9870 0775
Secretary	Judy Hammer	9720 1373
Coaching	Steve Shield	9733 2556
Alternates	Sue Classon	9729 5782
Uniforms	Karen Murphy	9801 9426
Team Managers	Judy Zuccon	9720 4583

Age Group Coordinators:

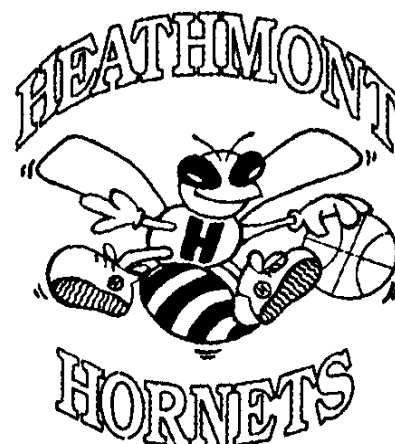
Under 10-U/16 Girls	Peter Kavanagh	9870 4743
Under 23 Girls	Gayle Babb	9870 0775
Under 8 Mixed	Gayle Babb	9870 0775
Under 10 Mixed	Ray Port	9879 9874
Under 12 Boys	Gus Zuccon	9720 4583
Under 14 Boys	Lisa Shield	9726 5767
Under 16 Boys	Sue Classon	9729 5782
Under 18 Boys	Rosewitha Shield	9733 2556
Under 23 Boys	Gayle Babb	9870 0775

Other Contacts:

Maroondah Indoor Sports Stadium	9298 4488
Nunawading Basketball Stadium	9802 9097

Websites:

Heathmont Hornets	www.heathmonthornets.net
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 MANAGER'S GUIDE SUMMER 2009/10

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 (\$28) prior to the scheduled starting time.

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

- 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 (\$28 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 (\$80 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

Participating teams must provide a competent scorer for each game. Please prepare a roster so that every family contributes. Scoring is not difficult and assistance is always available on the bench. An abbreviated scorer's guide is attached. Please photocopy and distribute to all parents. Scoring schools are held throughout the season. Please contact Gus Zucco (gusz@optusnet.com.au) for more information.

Scorers are to check opposition players' attendance at half time and at the end of the game cross off names of players who have not played. The scorer is then required to sign off the score sheet in their own team's "paid" box.

RULE CHANGE FOR SCORE SHEETS STARTING WINTER 2009:

For players in U10 and older age groups: Players must sign the back of the scoresheet if they play in a game but do not score or foul, or attempt a foul shot. Failure to provide full name, number and signature at the end of the game will result in that player not being credited with the game. Names of players who have not played at any time during the game must be crossed off.



Please note:

- Score sheets are printed with the names provided by the Team Registration Form from Round 1.
- 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.
- It is important that the score sheets are correct because players must play at least half the matches to qualify for finals. Exemptions are not granted for omissions on the score sheet.

GAME ATTENDANCE SHEET (PLAYER PARTICIPATION)

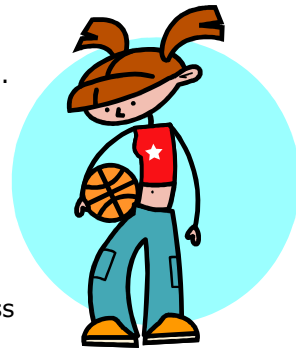
A game attendance record has been provided in order to record player attendances. Players must play at least half the matches to qualify for the finals, including grading games. Team managers must follow the "new rules" as outlined earlier in this brochure. It is the team manager's responsibility to 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 antevo.com.au (website specialists).

We also receive wonderful support from McDonald's (Wantirna, Croydon, Eastland) and La Porchetta (Heathmont). These certificates are distributed equally across our junior teams depending on availability.

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. Please contact Judy Zuccon on 9720 4583 for further information.



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).

SUMMER 2009/10 DATES (to be confirmed)

October	-	10,	17,	24,	31
November	7,	14,	21,	28	
December	5,	12			
February	6,	13,	20,	27	
March 13 TH	Elimination Finals				
March 20 TH	Grand Finals				

Matches are not played on 6th March (Labour Day Weekend)



VENUES

Nunawading Stadium

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

Ringwood (Maroondah) Stadium

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

Oakleigh Recreational Centre

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

Forest Hills Sec College

Mahoneys Rd East Burwood (Melways 62 C5)

Mullauna Sec. College

Tirana St., Mitcham, (Melways 48 J6)

Vermont Primary School

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

Donvale Christian College

Tindals Rd., Donvale (Melways 34 K9)

Brentwood Secondary College

Cnr Watsons Rd (Melways 71 D7)

Admission: \$ 2 (all venues) **Score Sheets:** \$28 (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 1st 2 minutes of 1st half.
- Clock stops every whistle in last 2 minutes of 2nd 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/ref. 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.net 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 gus@zuccon.com

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.