



**WARKWORTH AFC**

Shoemith Domain, Shoemith St, Warkworth

# **WELCOME PACK**

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# **INTRODUCTION**

Please find following a range of information regarding the cost to participate, codes of behaviour, contact details of committee members and coaches, training details and the safety of our sport as it applies to Warkworth AFC (WWAFC). This information will provide you with an insight into our club and how we operate.

We value all of our new and existing members and endeavour to create a safe and fun environment to encourage participation.

We also welcome any feedback or comments which can be sent to [admin@warkworthfc.org](mailto:admin@warkworthfc.org).



# WELCOME FROM THE PRESIDENT

Hello / Nau mai, haere mai / Ko na mauri!

And a very warm welcome to all our new and returning players, coaches, managers, volunteers and supporters. I am really excited for the season ahead, as I am sure all of you are.

Warkworth AFC is a community-based football club which has a goal to enable everyone to have access to football in our local area, as well as providing pathways for talent to be nurtured and developed.

We have a long and proud history in New Zealand football, built on a supportive community and sheer determination to prove we belong amongst the best clubs.

As with most sports clubs, we are run with the help of volunteers and could not survive without them. Coaches, managers, and committee members all take time out of their busy lives to help provide an environment where football can be enjoyed by players and spectators alike. If there is one message that trumps them all, it is to look after our volunteers, encourage them, assist them and just enjoy being out on the fields with them.

To our sponsors, thank you, thank you, thank you. You keep us in the game and keep our children engaged (and out of trouble).

Remember to play hard this season. Play hard but play fair. If you are a supporter, be loud and enthusiastic, encouraging, and most importantly positive.

See you out there.

Nga mihi

Cameron Gray  
Club President



## CLUB CONTACTS

Role	Person	Mobile	Email
President <i>(NOTE: outgoing President, role is vacant)</i>	Cameron Gray	021-168-8773	president@warkworthfc.org
Club Captain	James Woodall	021-126-6369	clubcaptain@warkworthfc.org
Secretary	Gwynn Hoskins	027-238-2810	admin@warkworthfc.org
Treasurer	<i>Currently vacant</i>		treasurer@warkworthfc.org
Club Administrator	Richard Jones	027-411-5995	admin@warkworthfc.org
Sponsorship Coordinator	Richard Jones	027-411-5995	admin@warkworthfc.org
First Kicks Coordinator	Richard Jones	027-411-5995	admin@warkworthfc.org
Fun Football Coordinator	Richard Jones	027-411-5995	admin@warkworthfc.org
Junior Coordinator (ages 9-17)	Art Waddell	027-211-0068	juniorcoordinator@warkworthfc.org
Shoemith Domain (on-the-day)	Richard Jones	027-411-5995	admin@warkworthfc.org

Website: [www.sporty.co.nz/warkworthfc](http://www.sporty.co.nz/warkworthfc)  
 Facebook: [www.facebook.com/warkworthafc](http://www.facebook.com/warkworthafc)  
 Instagram: warkworth\_afc



## CLUB SPONSORS

WWAFC wishes to thank their amazing local sponsors, as without them we cannot offer the club options we do. Please support these sponsors whenever you can.

### CLUB SPONSORS



# Junction



### PLAYER OF THE DAY VOUCHER SPONSORS (FOR FIRST KICKS AND FUN FOOTBALL)



If you would like to support our club with sponsorship, please review the Club Sponsorship Program at the rear of this document and get in touch with [admin@warkworthfc.org](mailto:admin@warkworthfc.org) – we look forward to hearing from you.



# CLUB CODE OF CONDUCT

WWAFC is affiliated to Northern Region Football (NRF)– we encourage you to find out more at [www.nrf.org.nz](http://www.nrf.org.nz)

WWAFC asks all players and supporters to abide by NRF's 'Fairplay Promise':

## THE FAIRPLAY PROMISE AND PLAYING RULES

### Players

Good sport is about positive attitude. Play your part - play fair.

To the best of their ability each Player will:

- Play by the rules.
- Never argue with an official.
- Work hard to do my best at all times.
- Turn up to practice.
- Be a good sport and recognise good players and good plays by all involved
- Remember to thank my coach, the officials, the opposition and supporters.
- Help others in my team when I can.
- Avoid putting people down or bullying them.
- Give it everything and don't get ugly.

### Supporters

Good sport is about positive attitude. You can set the right tone and help make the game a success. Play your part - play fair.

To the best of their ability each Supporter will:

- Respect that people are involved in sport for fun and enjoyment.
- Support good play and applaud good performance from all competitors.
- Attempt to understand the rules of the game.
- Learn the difference between supportive and abusive comments and rule out the latter.
- Accept the decisions of officials and coaches.
- Display self-control on the sideline. Always be positive. Never shout at or ridicule players.
- Show their appreciation to people who volunteer for their team to make sport happen.
- Remember that we are all capable of making mistakes.
- Give it heaps and don't get ugly.

## FURTHER WWAFC CLUB RULES

- We are a smokefree club
- We are a community focused club, welcoming all players – there is no place for any type of discrimination in our club
- No alcohol to be consumed at any practice or game
- Please show respect to the volunteers (who give up their time to the club to provide you with this opportunity), your team mates and the opposite and turn up to trainings and games on time, if not before.
- Club to be left in a tidy and clean state after every use.



- If you see something that needs doing, please do it – this club is run by volunteers and every little bit of help counts – many hands make light work.
- Make it your responsibility to learn the rules of the game so you engage in the game and assist the coach/manager if required.

## **OTHER USEFUL INFORMATION**

- **Parking** – please park responsibly and sensibly (to ensure parking is available for everyone) up Hill Street and on Shoemith Street when playing at Shoemith Domain. When parking on Shoemith Street, we encourage you to preferably park on the Domain side of the street first to ensure the members of the Warkworth Tennis & Squash Club also have parks available.
- **Home Game Hosting** - to be great hosts and develop our club culture, we are introducing the provision of a small after-match function by the home teams for home games so that we can socialise with the opposition and thank them for commuting to our club. This will be a requirement for the players to provide but does not need to be onerous and is just a nice gesture that results in visiting clubs enjoying their trip to Warkworth and shows the younger players excellent hospitality skills. It will be the hosting teams responsibility to set up the tables before this event and pack down/clean up afterwards. Please respect the club and leave it clean for the next group.
- **Sausage Sizzle/Canteen sales** – the club aims to run a sausage sizzle as well as sell sweets and drinks to fundraise for the club. This will be trialled for the First Kicks and Fun Football grade initially. Teams will be rostered on across the season to share the contribution. Please ensure you support your team manager and give up some time to help run these activities.
- **Coffee Cart** – each year we aim to arrange a coffee cart/van to be stationed at the club – please try and support this service to ensure it is always available.
- **Wet Weather** – please check your specific age group section in this document to see the rules for cancellations. Always check with your team manager in the first instance, as well as our Facebook page.
- **Second-Hand Gear** – we accept good condition football boots, socks, shorts and shinguards to add to our stocks which means these are available for those who need them. Please get in touch with the Club Administrator to arrange a fitting or to drop off anything you wish to donate.
- **Team Photos** – these get taken at the end of the season – you will be advised via email from the club and will be required to turn up to the club at a set day and time.
- **Ball-Boy/Girl Opportunities** – the senior team are always keen for juniors to come along and support them and they offer the opportunity to be the team ball-boy or girl for Home games. Get in touch with the Club Captain if you would like to take up this opportunity.
- **Communication with your team** – WWAFC recommends and prefers the use of the TeamReach app. Each team manager will be trained in the use of this app and will request that all team members (and parents/supporters) also download this app and use it as the primary form of communication with their team.
- **Field Layout** – the fields we use are public spaces so are available to be used by Warkworth School during the school week and the public, outside of our booked times of Monday-Friday 4pm-6.30pm, Saturday 8am-4pm and Sunday 8am-4pm. This means that we need to set up and pack away the field equipment each week for training and games so please ensure you help out so the job is completed quickly, the load is shared and we care for our equipment. On game day, a board will be stationed at the club that indicates the field layout and states the fields that the games will be played on. The field layout is shown below:

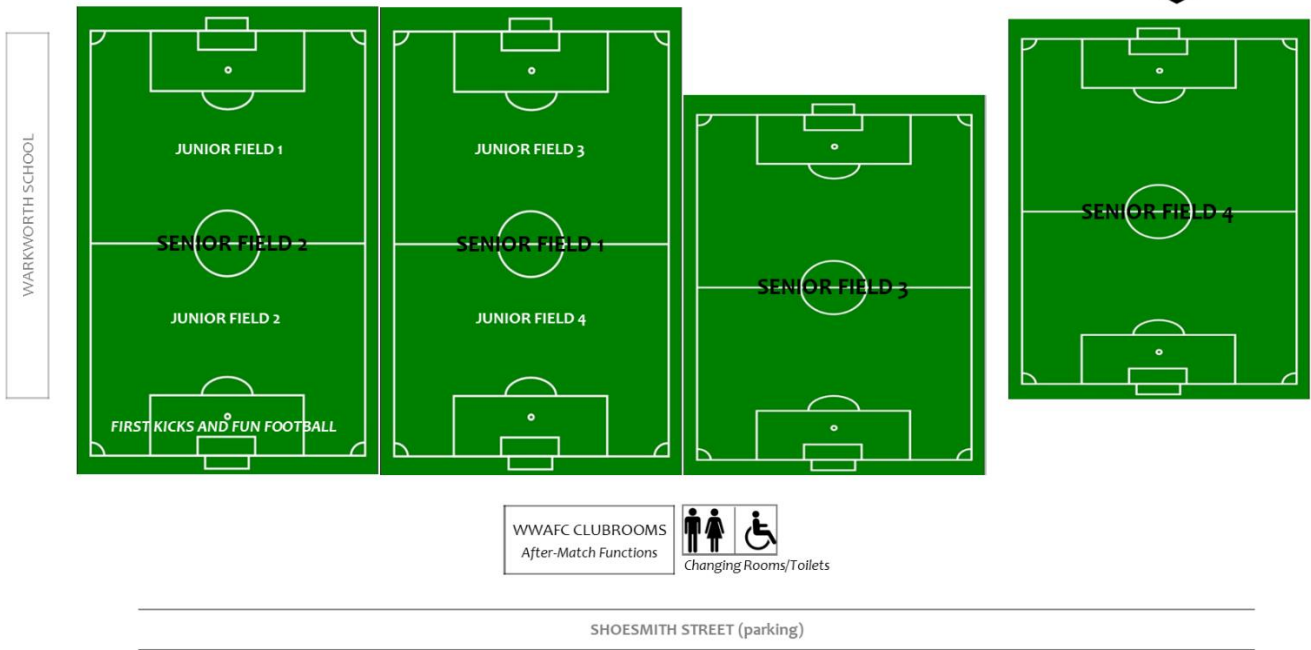









# WELCOME TO SHOESMITH DOMAIN



HILL STREET (parking)



- Dogs** – Shoesmith Domain is regulated by Auckland Council so the bylaws apply and we expect club members to adhere to these rules to ensure the safety of all Domain users. The rules specific to Shoesmith Domain are:

<b>On the playground</b>	<b>Near the playground</b>
<b>All times</b>	<b>All times</b>
 <b>Prohibited</b> All times	 <b>On-leash</b> All times
<b>On the sports field</b>	<b>Near the sports field</b>
<b>All times</b>	<b>All times</b>
 <b>Prohibited</b> All times  This covers all sports surfaces.	 <b>On-leash</b> All times  This covers areas near any sports surface when in use.
<b>Reserve areas</b>	
<b>All times</b>	
 <b>Off-leash</b> All times	



# JUNIOR FOOTBALL GRADES

Junior Football generally covers ages 4-12 for both boys, girls and mixed football – sub-grades within the Junior Football Grade are First Kicks, Fun Football and Mini Football. After that it moves in Youth Football and Senior Grades which are subject to a different structure.

The following information is a guide to the how the NRF Junior Football program is adopted:

Junior Football												
	Format	Subs Rolling	Match Length	Minimum Field Size	Maximum Field Size	Penalty Area	Ball	Retreating Line	Offside	GK's	Minimum Goal Size	Maximum Goal Size
U5 Mixed	3 v 3	Whole of Football	2 x 15 = 30 3 x 10 = 30	25m x 15m	30m x 20m	N/A	3	N/a	N/A	N/A	2m x 1m	2m x 1m
U6 Mixed	3 v 3	Whole of Football	2 x 15 = 30 3 x 10 = 30	25m x 20m	30m x 20m	N/A	3	N/A	N/A	N/A	2m x 1m	2m x 1m
U7 Mixed	5 v 5	Whole of Football	2 x 20 = 40 4 x 10 = 40	25m x 20m	30m x 20m	N/A	3	N/A	N/A	N/A	2m x 1m	2m x 1m
U8 Mixed	5 v 5	Whole of Football	2 x 20 = 40 4 x 10 = 40	25m x 20m	30m x 20m	N/A	3	N/A	N/A	N/A	2m x 1m	2m x 1m
U9 Mixed & Girls	7 v 7	3 from 3	2 x 25 = 50	45m x 30 m	55m x 35m	8m x 6m	4	Yes	Yes – RL	Yes	3.8m x 1.9m	4m x 2m
U10 Mixed & Girls	7 v 7	3 from 3	2 x 25 = 50	45m x 30 m	55m x 35m	8m x 6m	4	Yes	Yes – RL	Yes	3.8m x 1.9m	4m x 2m
U11 Mixed & Girls	9 v 9	4 from 4	2 x 27.5 = 55	64m x 45m	70m x 50m	10m x 24m	4	Yes	Yes Halfway	Yes	4m x 2m	5m x 2m
U12 Mixed & Girls	9 v 9	4 from 4	2 x 27.5 = 55	64m x 45m	70m x 50m	10m x 24m	4	Yes	Yes Halfway	Yes	4m x 2m	5m x 2m

Generally, the age grade each player should play in is determined by the year of birth (e.g. U10 is for players who will attain their 10<sup>th</sup> birthday during the calendar year of the current season).

Players can play up an age group but not down – this will be determined by the Club Coordinator and will be discussed with the applicable player.

Please do not request teams or age groups for your child. The primary goal is to ensure we have enough players in each team within the right age group. The Co-ordinator can make changes following that if it is in the best interests of all involved.

WWAFC is affiliated with NRF ([www.nrf.org.nz](http://www.nrf.org.nz)) and the following structure applies to the Junior grades which encompass U9-U12:

- **U-9 – U-12 – Pukeko Band**

- The Pukeko band is established to localise junior football ages U9-U12.
- There is no limit to the amount of divisions in each area and the NRF Federation is split into the following areas in this band: Upper Harbour, West Auckland, Central West, Central East, South, Far South, Far North and Whangarei.
- This band covers all current age grades of junior football and keeps teams local to assist in minimising travel time and cost, particularly in the first years of experiencing NRF competition.



- **U-11 – U-12 – Kiwi Band**
  - The Kiwi band applies to U11/U12 competitions only.
  - This band looks to widen the localised playing environment for clubs by pairing the sub regions together across Auckland, expanding the range of teams playing each other but minimising travel requirements.
- **U-12 – Moa Band**
  - The Moa band is for U-12 teams interested in competing against all teams across the Metropolitan Auckland area and Northland regions (separately).
  - Please note, this is not a band created for clubs to identify ‘talent’ streamed teams to compete in. However, consideration must be given to whether this band is the appropriate challenge point for teams entered.

	<b>U-5 - U-8</b>	<b>U-9</b>	<b>U-10</b>	<b>U-11</b>	<b>U-12</b>
<b>Delivery</b>	In-house club or cluster	NRF	NRF	NRF	NRF
<b>Band - Local</b>	n/a	Pukeko	Pukeko	Pukeko	Pukeko
<b>Band – Sub-Local</b>	n/a			Kiwi	Kiwi
<b>Band - Regional</b>	n/a				Moa

In addition to the age groups above, WWAFC offers two non-NRF-competition grades (First Kicks and Fun Football) for players aged 4-7 to introduce them to football in a fun, safe, local and relaxed environment. Games for these two grades are all played at Shoemith Domain, Warkworth on Saturday mornings.

Please note, First Kicks, Fun Football and Mini Football games are primarily for the development of skills. Results are required to be submitted to the Federation as directed for grading purposes and determining the make-up of the Competitions. Standings tables are not published, and Championships are not awarded.

*Please be mindful of this as a player or spectator if you are feeling overly competitive.*



## **FIRST KICKS**

ages 4-5 (including those turning 6 in the year)

## **FUN FOOTBALL**

ages 6-7 years (including those turning 8 in the year)

### **WHAT:**

The First Kicks and Fun Football programme is designed for your child's first step into the footballing world. It provides a fun environment for a child to develop their movement, balance, and enjoyment of the game. Our overall aim is to ensure all kids have fun and start to fall in love with 'the beautiful game'.

Our program is run by a dedicated group of volunteers who are passionate about kids' involvement in football.

### **WHO:**

First Kicks is for ages 4-5 years including children turning 6 this calendar year.

Fun Football is for ages 6-7 including children turning 8 this calendar year.

### **SEASON DATES:**

We start the season in the first week of the second school term. The season runs for most of the second and third terms with breaks during the school holidays. Preliminary schedule is shown below:

<b>Week Number</b>	<b>Date</b>	<b>Notes</b>
Week 1	Saturday, 29 April 2023	Start of the Season
Week 2	Saturday, 6 May 2023	
Week 3	Saturday, 13 May 2023	
Week 4	Saturday, 20 May 2023	
Week 5	Saturday, 27 May 2023	
<b>NO FOOTBALL</b>	<b>Saturday, 3 June 2023</b>	<b>Kings Birthday Weekend, Public Holiday Monday 5th June 2023</b>
Week 6	Saturday, 10 June 2023	
Week 7	Saturday, 17 June 2023	
Week 8	Saturday, 24 June 2023	
<b>NO FOOTBALL</b>	<b>Saturday, 1 July 2023</b>	<b>School Holidays</b>
<b>NO FOOTBALL</b>	<b>Saturday, 8 July 2023</b>	<b>School Holidays</b>
<b>NO FOOTBALL</b>	<b>Saturday, 15 July 2023</b>	<b>School Holidays &amp; Matariki Public Holiday Friday 14th July 2023</b>
Week 9	Saturday, 22 July 2023	
Week 10	Saturday, 29 July 2023	
Week 11	Saturday, 5 August 2023	
Week 12	Saturday, 12 August 2023	
Week 13	Saturday, 19 August 2023	
Week 14	Saturday, 26 August 2023	
Week 15	Saturday, 2 September 2023	
Week 16	Saturday, 9 September 2023	
Week 17	Saturday, 16 September 2023	
Week 18	Saturday, 23 September 2023	

### **COACHES/MANAGERS:**

We are always on the look-out for parent volunteers to coach and manage each team. You will be required to be at games held on Saturday mornings. No previous coaching or managing experience is required. The role of the coach is to manage the number of players in their allocated team each week, to be a point of contact to the parents



of the players in their team, to run the weekly practice skill of the week with their team and to assist/referee the games. The role of the manager is to support the coach and organise the team and supporters. There is more information further on in this document.

We're aware that this may be a parents first foray into the world of football coaching, and we will aim to offer free coaching courses should their child wish to continue their football journey across the age grades.

### **TRAINING:**

There are no specific training sessions during the week, however each team are free to meet up for training if they desire. Alternatively, if there are enough players that are wanting a training session during the week, similar to the junior training times, then please get in contact at [admin@warkworthfc.org](mailto:admin@warkworthfc.org) and we'll see what we can organise.

### **GAMES:**

Please arrive by 8.20am and gather by Field 2 (*see Field Layout image in the Club Code of Conduct Other Useful Information section of this document*)

We begin promptly at 8.30am each Saturday with the first 30 minutes spent doing group warm-ups and learning a "Skill Of The Week" which you will practice in your individual teams.

From 9.00am we then move to 3 x 10-minute matches where teams will rotate across the various pitches. At the end of the matches, we all promptly help to collect up all the equipment and move to the clubhouse for Prizegiving. It's important that everyone helps to clear the pitches quickly as other age grades will likely be getting ready for their games.

### **GEAR:**

We supply the playing shirts. These will be allocated at the start of the season and are to be returned at the end. We ask that the players are in black shorts and black socks. Players will preferably be wearing football boots, although sneakers are acceptable. Shin guards are compulsory for player safety.

For these age groups it is acceptable to wear long-sleeved tops/jumpers underneath the playing shirt but please bear in mind the players usually warm up quickly once the games get underway, so quick removal is key.

### **TEAMS:**

Teams will be formed during the Easter school holidays once registrations have closed. Unfortunately, we are unable to accommodate all requests for players to be in the same team as others, but we will always do our best.

### **PLAYER OF THE DAY:**

Each week a player from each team is awarded a player of the day certificate. The player is chosen based on how they have performed throughout the session and whether they have shown the attributes which are being taught by our coaches.

We are extremely grateful for any local sponsors to provide vouchers for kids to reward them for their achievements.



## **END OF SEASON PRIZEGIVING:**

There will likely be an end of season prizegiving to wrap up the season and for the players to have opportunities to win prizes/trophies for hard-work, application and development across the season. Player medals and team photos will also be available.

## **WEATHER/CANCELLATIONS**

Football is generally played rain, hail or shine. As we know in NZ, the weather can change multiple times in an hour so please assume that football is ON. If it is deemed bad enough to cancel it, by 8am a post will be put on the WWAFC Facebook page and a message will be sent to all coaches and managers via TeamReach to relay to their teams.



## **MINI FOOTBALL**

### **WHAT:**

Mini Football is the players first introduction into the NRF competition-level games and require travel across the region for Saturday matches.

### **WHO:**

Mini Football is for ages 9-12 years including children turning 13 this year.

### **SEASON DATES:**

We normally start the season in the first week of the second school term. The season runs for most of the second and third terms with breaks during the school holidays.

### **TEAMS:**

Teams will be formed during the first term of the school holidays. Unfortunately, we are unable to accommodate all requests for players to be in the same team as others, but we will do our best.

### **COACHES:**

We are always on the look-out for parent volunteers to coach and manage each team. You will be required to be at games held on Saturday mornings. No previous coaching or managing experience is required. The role of the coach is to manage the number of players in their allocated team each week, to be a point of contact to the parents of the players in their team, to run the weekly practice skill of the week with their team and to assist/referee the games. The role of the manager is to support the coach and organise the team and supporters. There is more information further on in this document.

We're aware that this may be a parents first foray into the world of football coaching, and we will aim to offer free coaching courses should their child wish to continue their football journey across the age grades.

### **TRAINING/GAMES:**

Trainings are preferably run on either Wednesday or Thursday nights during the season so that all teams are training together and can share resources, coaching skills and have training games if required. It also encourages club culture if we are all supporting each other. Training times will be dictated by the coach and their availability, but trainings usually go for a minimum of one hour once a week.

Games are notified on the NRF website a few weeks in advance but we note that changes can often be made on the Friday prior to the Saturday game so please ensure you keep in touch with your team manager so you are aware of any last minute changes. It is expected that players will arrive at the playing venue 30 minutes before their game time to ensure a good team warm-up. Games are played in the morning, generally anytime between 9am – 12pm. Please refer to the table at the start of the Junior Football Grade section of this document for player numbers, match time lengths and general rules.

### **GEAR:**

We supply the playing shirts. We ask that the players are in black shorts and black knee-high socks. Players must be wearing football boots. Shin guards are compulsory for player safety. Playing kit and accessories can be purchased at [www.lottosports.co.nz](http://www.lottosports.co.nz) and search for Warkworth AFC under Club Shops or contact the club to view the second-hand stock that we have available.



## **WEATHER/CANCELLATIONS**

Football is generally played rain, hail or shine. As we know in NZ, the weather can change multiple times in an hour so please assume that football is ON. If it is deemed bad enough to cancel it, by 8am a post will be put on the WWAFC Facebook page, and a message will be sent to all coaches and managers via TeamReach to relay to their teams.

The team managers will also have access to the NRF cancellation method (for away games) and will notify their teams via TeamReach.





# YOUTH FOOTBALL GRADE

## **WHO:**

Youth Football is for ages 13-19 years including youth turning 20 this year.

## **SEASON DATES:**

We normally start the season in the first week of the second school term. The season runs for most of the second and third terms with breaks during the school holidays.

## **TEAMS:**

Teams will be formed during the first term of the school holidays. Unfortunately, we are unable to accommodate all requests for players to be in the same team as others, but we will do our best.

## **COACHES:**

We are always on the look-out for parent volunteers to coach and manage each team. You will be required to be at games held on Saturday mornings. No previous coaching or managing experience is required. The role of the coach is to manage the number of players in their allocated team each week, to be a point of contact to the parents of the players in their team, to run the weekly practice skill of the week with their team and to assist/referee the games. The role of the manager is to support the coach and organise the team and supporters. There is more information further on in this document.

We're aware that this may be a parents first foray into the world of football coaching, and we will aim to offer free coaching courses should their child wish to continue their football journey across the age grades.

## **TRAINING/GAMES:**

Trainings are preferably run on either Wednesday or Thursday nights during the season so that all teams are training together and can share resources, coaching skills and have training games if required. It also encourages club culture if we are all supporting each other. Training times will be dictated by the coach and their availability but trainings usually go for a minimum of one hour once a week.

Games are notified on the NRF website a few weeks in advance but we note that changes can often be made on the Friday prior to the Saturday game so please ensure you keep in touch with your team manager, so you are aware of any last minute changes. It is expected that players will arrive at the playing venue 30 minutes before their game time to ensure a good team warm-up. Games are played anytime from 9am to 3pm. Games are played on a full-size pitch and with 11 players on each side.

## **GEAR:**

We supply the playing shirts. We ask that the players are in black shorts and black knee-high socks. Players must be wearing football boots. Shin guards are compulsory for player safety. Playing kit and accessories can be purchased at [www.lottosports.co.nz](http://www.lottosports.co.nz) and search for Warkworth AFC under Club Shops or contact the club to view the second-hand stock that we have available.

## **WEATHER/CANCELLATIONS**

Football is generally played rain, hail or shine. As we know in NZ, the weather can change multiple times in an hour so please assume that football is ON. If it is deemed bad enough to cancel it, by 8am a post will be put on the



WWAFC Facebook page, and a message will be sent to all coaches and managers via TeamReach to relay to their teams.

The team managers will also have access to the NRF cancellation method (for away games) and will notify their teams via TeamReach.



# **SENIOR GRADE**

## **WHO:**

Senior Football is for ages 16 + years.

## **SEASON DATES:**

We normally start the season in the first week of May. The season runs for most of the second and third terms with breaks during the school holidays. Pre-season training and games begin from February.

## **TEAMS:**

Teams will be formed in March/April. The number of players committed in pre-season determines the amount of teams that are entered for the year. We have one competitive team and are looking to create a second more social team if the player numbers are available.

## **COACHES:**

We are searching for a full-time coach. We currently have a leadership group who manage and coach the team as well as play so it is preferable if a full-time coach can be available.

## **TRAINING/GAMES:**

Trainings are run on Wednesday night from 6.30pm – 8.30pm, which means boots on and warming up from 6.15pm. Attendance at training is the pre-requisite for being selected to play the game on Saturday.

Games are notified on the NRF website a few weeks in advance but we note that changes can often be made on the Friday prior to the Saturday game or the morning of so please ensure you keep in touch with the team manager, so you are aware of any last minute changes. You will be asked to join a team app for all communications regarding trainings and games. It is expected that players will arrive at the playing venue one hour before their game time to ensure a good team warm-up. Games are usually played north of the Harbour Bridge and kick-off on Saturday is either 1pm or 3pm.

## **GEAR:**

We supply the playing shirts, shorts and socks. Players must be wearing football boots. Shin guards are compulsory for player safety. Playing kit and accessories can be purchased at [www.lottosports.co.nz](http://www.lottosports.co.nz) and search for Warkworth AFC under Club Shops or contact the club to view the second-hand stock that we have available. It is expected when representing the club to wear only our supplied gear.

## **WEATHER/CANCELLATIONS**

Football is generally played rain, hail or shine. As we know in NZ, the weather can change multiple times in an hour so please assume that football is ON. If it is deemed bad enough to cancel it, by 8am a post will be put on the WWAFC Facebook page and a message will be sent to all coaches and managers via TeamReach to relay to their teams.

The team managers will also have access to the NRF cancellation method (for away games) and will notify their teams via TeamReach.



# MEMBERSHIP

## FEES (PRICE PER PLAYER)

- **First Kicks**                    **\$99.00**
  - *First Kicks is for children aged 4-5 years including turning 6 this year.*
- **Fun Football**                    **\$99.00**
  - *Fun Football is for children aged 6-7 years including turning 8 this year*
- **Junior/Youth:**                    **\$165.00**
  - *Junior/Youth Football starts with 9th grade (from 8 years of age) and goes to 17th Grade.*

Payments can be made via credit card or mobile banking/online EFTPOS when registering.

## MEMBERSHIP/REGISTRATION PROCESS

MyCOMET is an online member profile for all participants in the game of football, brought to you by New Zealand Football. It's where players can register each season and manage their personal details. Each player will have their own login.

### Payment Due On Registering

Please note that payment must be made via credit / debit card or online EFTPOS when registering. If you wish to make payment arrangements please contact [admin@warkworthfc.org](mailto:admin@warkworthfc.org) before registering.

To register for the season please follow the steps below:

- **STEP 1** - Log In to **MyCOMET**
  - *Use your existing login details or select the “New User? Register” option if this is your first season.*
  - *If you can't remember your login credentials, please contact New Zealand Football via [registrations@nzfootball.co.nz](mailto:registrations@nzfootball.co.nz) or enter the email address you think you registered with and click Forgot Password. On the next screen re-enter the email address and if that is the correct email address in the system then you will get a Reset Password email which will provide your username and allow you to reset your password. If not, please email NZ Football on the address above.*
- **STEP 2** - Select **Register Players** (on the left hand side)
  - *If you are on mobile, select the Show Menu arrow next to “MyCOMET”, then select Register Players.*
- **STEP 3** - Click **Football** from the drop-down list.
- **STEP 4** - Search for **Warkworth Football Club** if it does not already appear.
  - *You will then see a list of all the items and associated prices that we are offering.*
- **STEP 5** - Select the **Shopping Cart** icon at the right hand side of the product line you wish to select.
- **STEP 6** - Answer any club questions that might appear (may relate to shirt sizes or coach/manager roles)
- **STEP 7** - Once done, scroll to the top of the section and in the top right click on the **Shopping Cart/Add to cart** icon
- **STEP 8** - You will see a “1” appear in a blue circle in the top right of the screen (over the Shopping Cart icon). Click on that “1” and a screen will drop down – select **Proceed to Checkout**.
  - *This will navigate you to the next page to view your cart summary. This will be presented with a summary of all the items that you have selected and the total price. Note the Registration Fees will have an additional transaction/service fee added as well.*



- **STEP 9** - Once satisfied with your cart summary, **select the tick box** to agree to the NZF Terms and Conditions
- **STEP 10** - Select **Submit Payment**.
- **STEP 11** - Follow the on-screen instructions to make payment either via credit / debit card or online EFTPOS.

After successful payment you will be sent a receipt of payment. From your MyCOMET profile you will be able to view all your past payments and registrations from your Dashboard.

### **MyCOMET Conditions:**

#### **Payment Information**

Upon commencing a transaction through MyCOMET you will be presented with a confirmation screen verifying the transaction details you wish to process. It is your responsibility to verify that all transaction information and other details are correct. We shall have no liability for transactions which are incorrect as a result of inaccurate data entry in the course of providing Payment Services or for loss of data or information caused by factors outside of our control. We also use a payment gateway operated by Paymark for transactions incurred via MyCOMET. Paymark will collect information about you (including information about transactions processed by you) from time to time through Paymark. Any such information collected shall be treated in accordance with the Paymark Privacy Policy which can be found [HERE](#).

#### **Refunds, Cancellations, and/or Return Policies**

The club will refund any fees paid in full if membership is cancelled prior to the commencement of the football season. Any refund requests made after the season has commenced, the club will refund partial fees on a case-by-case basis at their discretion. Please note that no fees will be refunded after six (6) weeks of the current season has passed.

#### **Security Information**

SSL protocol (2048-bit) is used to encrypt all data transferred over the network. However, you acknowledge and agree that Internet transmissions are never entirely secure or private, and that any message or information you send through MyCOMET (including credit card information) may be read or intercepted by others, even where MyCOMET, Paymark, and/or the Online Shop is stated as being secure. Neither we, Paymark, or the Online Shop shall have any liability for the interception or 'hacking' of data through the any of the aforementioned services by unauthorised third parties



# COACH INFORMATION

The following is some information about coaching, whether it be your first entry into the coaching space or if you are a regular coach who is always looking for improvement and growth opportunities.

Firstly, if you are reading this because you have put your hand up to coach, or are seriously considering putting your hand up, Thank You. Without people like yourself offering to coach, the players don't get an opportunity to learn and grow and simply aren't able to compete at the level they should be able to.

## **WHY BE A COACH?**

A coach doesn't have to have a great knowledge of the sport they just need to be willing, enthusiastic and able to commit time to their team.

Some of the main reasons people coach are:

- to help develop future sports people,
- to pass on experience and knowledge to a younger generation
- to be part of the community sports teams.

SportNZ says "coaching is a great way to express passion for sport and enrich the lives of New Zealanders. It's exciting and satisfying, and helps keep people actively involved in developing others." They also provide an excellent Coaches Code of Ethics which gives some great guidance to the expectations of a good coach:

### **1. Respect the rights, dignity and worth of every individual athlete as a human being**

Treat everyone equally regardless of sex, disability, ethnic origin or religion. Respect the talent, development stage and goals of each athlete in order to reach their full potential.

### **2. Maintain a high standard of integrity**

Operate within the rules of the sport and in the spirit of fair play, while encouraging your athletes to do the same. Advocate a sporting environment free of drugs and other performance-enhancing substances within the guidelines of the New Zealand Sports Drug Agency and the World Anti-Doping Code. Do not disclose any confidential information relating to athletes without their written prior consent.

### **3. Be a positive role model for the sport and athletes and act in a way that projects a positive image of coaching**

All athletes are deserving of equal attention and opportunities. Ensure the athlete's time spent with you is a positive experience. Be fair, considerate and honest with athletes. Encourage and promote a healthy lifestyle – refrain from smoking and drinking alcohol around athletes.

### **4. Professional responsibilities**

Display high standards in your language, manner, punctuality, preparation and presentation. Display control, courtesy, respect, honesty, dignity and professionalism to all involved within the sphere of sport – this includes opponents, coaches, officials, administrators, the media, parents and spectators. Encourage your athletes to demonstrate the same qualities. Be professional and accept responsibility for your actions. You should not only refrain from initiating a sexual relationship with an athlete but should also discourage any attempt by an athlete to initiate a sexual relationship with you, explaining the ethical basis of your refusal. Accurately represent personal coaching qualifications, experience, competence and affiliations. Refrain from criticism of other coaches and athletes.



#### 5. **Make a commitment to providing a quality service for your athletes**

Seek continual improvement through ongoing coach education, and other personal and professional development opportunities. Provide athletes with planned and structured training programmes appropriate to their needs and goals. Seek advice and assistance from professionals when additional expertise is required. Maintain appropriate records.

#### 6. **Provide a safe environment for training and competition**

Adopt appropriate risk management strategies to ensure that the training and/or competition environment is safe. Ensure equipment and facilities meet safety standards. Ensure equipment, rules, training and the environment are appropriate for the age, physical and emotional maturity, experience and ability of the athletes. Show concern and caution toward sick and injured athletes. Allow further participation in training and competition only when appropriate. Encourage athletes to seek medical advice when required. Provide a modified training programme where appropriate. Maintain the same interest and support toward sick and injured athletes as you would to healthy athletes.

#### 7. **Protect your athletes from any personal abuse**

Refrain from any form of verbal, physical or emotional abuse towards your athletes. Refrain from any form of sexual or racial harassment, whether verbal or physical. Do not harass, abuse or discriminate against athletes on the basis of their sex, marital status, sexual orientation, religious or ethical beliefs, race, colour, ethnic origins, employment status, disability or distinguishing characteristics. Any physical contact with athletes should be appropriate to the situation and necessary for the athlete's skill development. Be alert to any forms of abuse directed towards athletes from other sources while in your care.

### **IS THERE SOMEONE IN THE CLUB WHO CAN HELP ME LEARN TO COACH OR SHARE IDEAS WITH?**

Yes we have a senior leadership team who are all willing to assist anyone who needs help. We use a group social media app called TeamReach where you can contact any of the leadership team or other coaches for help, thoughts and ideas.

We also offer a coaching course via NRF for coaches and managers to get their Level 1 and/or Level 2 coaching certificate and provide ideas and confidence to run a successful season. This will be held at Shoemith Domain pre-season and we strongly encourage everyone to attend. The more skills you have in your coaching toolbox the more both you and your team will get out of the season.

### **WHERE ARE SOME GOOD PLACES TO FIND COACHING MATERIAL AND TRAINING IDEAS?**

The internet provides a huge range of sources for coaching but here are some places we recommend you try first:

- **Sport NZ** – Coaching and Coach Development – [www.sportnz.org/coaching-and-development/coaching/](http://www.sportnz.org/coaching-and-development/coaching/) - this has a huge range of printable resources and online training you can do
- **NRF** – Coaching Calendar, Pathways, Resources, Junior Coaching Videos – [www.nrf.org.nz](http://www.nrf.org.nz) then click on the Coaching menu
- **NZ Football** – the Fit4Football program is about Enhancing Performance Through Prevention and has some great ideas for warm-up programmes aimed at preventing injury – [www.fit4football.co.nz](http://www.fit4football.co.nz). NZ Football have also combined with McDonald's to provide a coaching app called CoachMate which provides practice plans for First Kicks through to Youth Football – head to your app store to download it and access
- **Instagram sites:**
  - Grassrootscoachingdrills



## **HOW DO I COMMUNICATE WITH MY TEAM?**

The coach can operate at their best when they have a manager who supports them. WWAFC work to provide support and training for both coaches and managers so that each team has this leadership and can ensure the season runs as seamlessly as possible.

Our preferred communication tool is the social media app TeamReach and WWAFC will provide training to the coaches and managers pre-season to ensure you use it as effectively as possible and can explain to the players, parents and supporters how to use it as well.

## **TRAINING**

The minimum expectation is that the team trains once a week for one hour. We prefer that the trainings for Mini Football and Youth Football grades occur on either a Tuesday, Wednesday or Thursday evening between 5pm-8pm. This ensures the “club buzz” is created with other teams training at the same time (if training on a Wednesday then the juniors will get to see the seniors turn up and train) and gives coaches other teams to train with/against and provides all-round support. Timings will be discussed at the Coaches/Managers evening pre-season so that we ensure the allocated days work for everyone in terms of space and availability of time.





## **MANAGER INFORMATION**

Firstly, THANK YOU for offering to manage a team – without your help, it all falls on the coach's shoulders and their role should be focussing on the player's development, not the admin and team management.

This role is key to ensuring the whole team has a great season. The coach will lean on you to get their messaging out to the team and parents, and the players and parents need to know about trainings and games (or postponements/cancellations) in advance so that plans can be made/adjusted in preparation. A great manager is one that juggles and filters all the messages and gets them out in a timely manner.

There are a few ways of doing this and the club will hold a coach's/manager's evening to let you know what their expectations are as key representatives of the club. A few of those duties are:

- Managing the team messaging via the TeamReach app – this includes helping everyone join the app, sending welcome messages to the team, setting up the training and game schedule in the app, providing post-game positive messaging and passing on any club messages.
- Messaging with the other WWAFC club coaches and managers via the TeamReach app – this is how we discuss trainings, any issues, any club messaging and how we report the game results back to the Club Administrator post-match.
- Liaising with the coach on a weekly basis to see if there are any changes before or after training
- Monitoring the NRF website each week to check for any game time/location changes (Note: changes have been known to occur even on Friday night so it is important a final check is always made)
- Helping the coach rotate the subs on game day (if required)

To be great hosts and develop our club culture, we are introducing the provision of a small after-match function by the home teams for home games so that we can socialise with the opposition and thank them for commuting to our club. This will be a requirement for the players to provide but does not need to be onerous and is just a nice gesture that results in clubs enjoying their trip to Warkworth and shows the younger players excellent hospitality skills.

Here are some further ideas of how to be a great manager:

- Teamwork
  - we know you are a volunteer who likely has many other commitments so there's nothing wrong with asking another parent who regularly attends trainings and/or games to assist at those sessions if you can't make them.
  - The key is to develop a good relationship with the other parents so they help out as much as possible – don't feel you have to do everything, just ask for help picking up cones or moving goals or whatever is needed – everyone will feel more like part of a team if that's how you work together.
- Trainings
  - be there in case parents have any questions.
  - chat to everyone as it creates a better sideline/team atmosphere if parents all get along and stand together to support the kids at the games.
  - check in with the coach if he has any issues/concerns.
  - confirm who will/won't be at the game that weekend so you're not waiting around for people to turn up and remind the parents to indicate their attendance on the TeamReach calendar event.
  - remind the person who is responsible for half time oranges/mandarins that it is their turn that weekend (setting up a roster in advance makes this easier – an idea is to make the person who won Player Of The Day last week to be responsible for the half time oranges/mandarins this week)



- check that all kids have transport to/from the game and if not, arrange for you/coach/someone else to take them
- Game Days
  - Attend the game – usually you and the coach will be there first to determine what field you are playing on and to set up on the sideline there – usually there is a blackboard/whiteboard somewhere obviously with the field numbers/allocations
  - Introduce yourself to the other team’s coach and manager (and welcome them if we are playing at home), agree who will ref each half (usually we supply a ref to do one half and then the opposition does the other half), compare the score at half-time and full-time, record the full-time score in Team Reach on your calendar event and also on the Coaches/Managers TeamReach app, confirm player numbers for each team – if we are short, and they have more, then usually they’ll get one of their kids to play for us and vice versa – or reduce player numbers on the field to make it work – it’s flexible
  - If the coach doesn’t have an alternative method, try the Coach Any app for running the subs (or have it delegated/rostered so that the other parents take turns to do it too)
  - Keep a list of who has played goalie and make sure everyone gets a turn (if that is how your team decides to do it)
  - Towards the end of the game, liaise with the coach (or parents if the coach delegates to them) to determine who had the best day (and for what reason) and complete the Player Of The Day certificate ready for the presentation post-match (which either you or the coach will normally do).
  - It is also a nice idea to give a Player of the Day chocolate fish to someone from the other team. It is always well-received and shows the kids good sportsmanship towards the opposition. Get the players to decide who deserve it and choose one of the team to hand it over and explain why – again this is good skill for the players to learn. The cost of this usually comes out of the manager or coaches pocket but that is up to your team if you want to do that – an idea could also be to ask the person bringing the mandarins to also bring a chocolate fish.
  - Keep a list of who got Player of the Day (you can do that in the game notes on Team Reach) so you make sure everyone has a turn and can maintain a stats record which will be helpful for end-of-season prizegiving awards.
- Game Rules
  - To improve your experience of the game and supporting the players, getting up speed with the rule and regulations is key, for both the manager and the supporting parents. You can find more information and resources from the NRF website or by going to:
    - Junior U9 – U12 - <https://www.nrf.org.nz/junior-football-u9u12/upper-harbourwaitakere-junior-fixtures> and under Resources, select Competition Regulations

Above all, just relax and do your best – you’ve already hit the AWESOME list by putting your hand up to help. If you need any further support, please get in touch with [admin@warkworthfc.org](mailto:admin@warkworthfc.org) or put a request onto the Coaches and Managers TeamReach app.



## HOW CAN YOU HELP?

WWAFC is run entirely by volunteers. Without people putting their hand up to help, the club would not exist and the players would not have any opportunity to play for their local area. Therefore, it is important we all aim to share the load so that our volunteers do not get fatigued.

So, if you think you can help in any small or large way (financial or otherwise), please get in touch with [admin@warkworthfc.org](mailto:admin@warkworthfc.org) today.

Below are the current roles we need fulfilling or areas we need assistance in so if you'd like to give back to our community club and ensure the load is spread amongst our volunteers then get in touch today at [admin@warkworthfc.org](mailto:admin@warkworthfc.org):

- Club President
- Committee members
- Sponsorship Coordinator
- Treasurer
- Game-Day Contact
- Team Coach
- Team Manager



## CLUB SPONSORSHIP PLAN

The below table shows the sponsorship options available at our club.

If any of these packages are not suitable but you still would like to support the club, we appreciate of all levels of sponsorships so feel free to contact us at [admin@warkworthfc.org](mailto:admin@warkworthfc.org) and we can discuss alternative options.

### Sponsorship Table for 2023 Season

Sponsorship Opportunity	Sponsorship Price	Sponsorship Quantity Total	Quantity Allocated for 2023 season	Inclusions
Playing Shirts	\$5,000	1	Fully allocated	200+ children wearing the playing shirt every week at locations from Warkworth to Auckland (North Shore, Waiheke Island, West Auckland, South Auckland). Promotion on our social media channels and logo included on communications to our members. Logo on sponsors board on club wall. <i>Term - these amounts are annual payments, but you must commit to a 2-year period which reflects the life span of the playing shirts/jackets</i>
Windbreaker Jackets ( <i>this option is being planned for the 2024 season</i> )			<i>Expressions of interest welcome</i>	
Front/Back logo (each)	\$2,000	2		
Left/Right Arms (each)	\$1,500	4		
Road Signage on State Highway 1, entrance to Shoesmith Street (1640mm x 520mm)	\$3,000	1	0	Business logo on road sign (below club sign). Promotion on our social media channels and logo included on communications to our members. Logo on sponsors board on club wall. <i>Term - 1 year (March to March)</i>
Verandah signage at the Clubhouse at Shoesmith Domain (2500mm x 700mm)	\$2,000	4	2 spots remaining	Promotion on our social media channels and logo included on communications to our members. Logo on sponsors board on club wall. <i>Term - 1 year (March to March)</i>
Field Sandwich Boards	\$1,000	6	0	Logo on 4 sandwich boards to be displayed around fields at Shoesmith Domain on game days <i>Term - 1 year (March to March)</i>
First Kicks/Fun Football Player of the Day Vouchers			Fully allocated	Promotion on our social media channels. Logo on sponsors board on club wall. <i>Term - 1 year (March to March)</i>



Sponsorship Opportunity	Sponsorship Price	Sponsorship Quantity Total	Quantity Allocated for 2023 season	Inclusions
Store Credit	TBC	TBC		Applicable for grocery store and/or butchery only to use towards weekly sausage sizzle and end of season prizegiving – price to be discussed. Promotion on our social media channels and logo included on communications to our members. Logo on sponsors board on club wall. <u>Term</u> – 1 year (March to March)
Other				Please discuss if you have a sponsorship idea you would like to offer which might cover product or services for the club, advertising or just a general club donation.

Prices stated above are GST exclusive.

NOTE: Signage is subject to Council pre-approval



**THANKS FOR JOINING US – WE LOOK FORWARD TO ANOTHER GREAT SEASON!**

