

# COACHES & MANAGERS INFORMATION PACK

## U9 - U17



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## **U9 – U17 Coaches and Managers Overview**

Thank you for agreeing to coach or manage a team at Ellerslie AFC this year. The Club appreciates your time and dedication to ensuring our kids get on the field this year. Below is all the key information you will need to get through the season.

If you have any questions regarding this information pack please use the key contacts listed below to get in touch with us.

We wish you a successful season!

## **U9 – U17 Key Dates**

KEY DATES	NOTES
<b>27<sup>th</sup> April</b>	First Game (NRF Community)
<b>13<sup>th</sup> July</b>	No Game (Middle Weekend of School Holidays)
<b>21<sup>th</sup> September</b>	Last Game (NRF Community)

## **Key Club Contacts**

General Enquiries: Dylan - [Registrations@ellersliefootball.org.nz](mailto:Registrations@ellersliefootball.org.nz)

Girls Football: Hollie – [girlsfdm@ellersliefootball.org.nz](mailto:girlsfdm@ellersliefootball.org.nz)

Boys Talent: Ben – [fdm@ellersliefootball.org.nz](mailto:fdm@ellersliefootball.org.nz)

Coaching Enquiries: Ryan – [coaching@ellersliefootball.org.nz](mailto:coaching@ellersliefootball.org.nz)

Away strips and Game Day info: Lynette – [operations@ellersliefootball.org.nz](mailto:operations@ellersliefootball.org.nz)

## **Fixture Information**

All fixtures can be found on the Northern Regional Football Federation (NRF) website.

- [Click here for U9 – U12](#)
- [Click here for Saturday U13 – U17](#)
- [Click here for Sunday U13 – U17](#)
- [Click here for NRFL](#)

## **Results**

Results must be agreed between coaches at the end of each game. Where there is a dispute about the result of a game, NRF have advised they will take the 'Home' team's result and score as being correct. Away teams wishing to dispute any such result will need to apply in writing.

All teams must advise their results each weekend **by Sunday evening** either in person to Lynnette at the admin office at Michaels Ave on Saturday if she is there, or by

- Email to [operations@ellersliefootball.org.nz](mailto:operations@ellersliefootball.org.nz), or
- Text to mobile 0211512690

You must send it in the format of Grade-Team Name-Score vs Opposition-Score. For example:

- U11 Girls Red 3 vs Auckland United Black 0
- U13 Silver 4 vs Eastern Suburbs Yellow 2

The Club is required to lodge results for all its teams with NRF by 10am Monday and can be fined for failure to do so. Fines will be passed on to teams if they are repeat offenders!

Please note that the results and ladders are not shown on the NRF website for U9 – U12 but NRF still require these results to be entered (for grading purposes).

## **Change of Strip**

Where there is a colour clash with a particular fixture, the away team is required to change strip. Team Coaches and Managers will be advised (by email) when this is necessary and will need to arrange for someone to collect an alternative strip. Collection will be from the lower level of the Michaels Ave Clubrooms – room number and door codes will be given out via email when strips are ready for collection.

Please return the strip **CLEAN** (and dry) by Tuesday of the following week to the same room you collected them from.

We have limited alternative strips so your help in returning them promptly will be appreciated so that they are available for use by another team the following week.

## **Home Games at Michaels Avenue**

Teams playing first or last games on any Michaels Ave grass pitch will be required to put up/take down nets and corner flags (or put the smaller goals out or away for younger teams).

The nets on the artificial turf goals are permanently in place, so only corner flags will be required for first or last games on the full pitch there, but the smaller goals will still be required to be moved for the younger teams. You will be advised (by email) of this on a weekly basis.

Please be aware that these requirements often change on Fridays as a result of cancelled or rescheduled games, but any changes to the grounds duty will also be notified.

To preserve the pitches, spectators **must at all times**:

- stay **outside** the designated boundary where the pitches have boundary fences or ropes;
- stand at least 1 metre back from the side-lines and do not stand inside the main pitch area;
- walk around pitches to get from one to the other and not across fields;
- not stand behind the goals;
- and finally, where full-sized pitches are broken up into smaller pitches, spectators **must** remain outside the perimeter of the full-sized pitch (especially when using prams because tracks from them can ruin the grass surface).

This is particularly important for the spectators at Junior (U9 to U12) games as they are quite often held on smaller pitches that are part of a full-sized pitch so please be aware of where the full-sized

pitch is and only stand on the side-lines of your game that are outside the perimeter of the full-sized pitch.

Grass field layouts can be found on the [Coaches and Managers Home Page](#).

## **Home Games Away from Michaels Avenue**

With the continued growth of our Club, many home matches need to be played at overflow venues such as Simson Reserve and Point England. As the home team, we are required to provide nets and corner flags (failure to do so may result in a challenge to the result of the game). There may also be some “home” games at Liston Park and Ngahue Reserve for some teams in 2024.

When the draw becomes available each week, we determine which teams will need to take nets and flags to a particular ground and which teams need to collect them at the end of the day. This information will be advised (by email) to teams when necessary and as with alternative strip, this gear will need to be collected from, and returned to Michaels Ave.

Please ensure you put the nets up on the correct field and leave the nets up unless specifically asked to take them down.

## **Rules**

The full “Rules and Regulations” under which teams compete in Auckland or combined NRF leagues is available on the NRF website. [Click here to view](#).

Any questions or concerns regarding these Rules should be emailed to Dylan on [registrations@ellersliefootball.org.nz](mailto:registrations@ellersliefootball.org.nz)

## **Team Catalogues and Match Day Line Ups**

All teams will need a team catalogue in Comet as per the regulations. This is handled by the Club from the data in our Friendly Manager system.

You cannot use a player who is not in a team catalogue to fill in for your team as all players on the field are required to be in a team catalogue. Therefore if you are short of players and need to use any players who are not in your team catalogue, please contact:

- Dylan – [registrations@ellersliefootball.org.nz](mailto:registrations@ellersliefootball.org.nz)

For 2024 all divisions in the **Under 13 to Under 17** competitions are required to use **Match Day line ups**, so teams will be given access to COMET (the NZ Football database software) and given instructions to enable you to create a match day line up for your team. This can be done via the app or web browser. Below are instructions to help you carry this out:

- [Comet Football App | Add & Edit Team Line Ups](#)
- [Web browser | Add & Edit Team Line Ups](#)

## **Cancellations & Defaults**

For game day blanket cancellation notifications, check:

- [nrf.org.nz](http://nrf.org.nz)
- [facebook/northernregionfootball](https://facebook.com/northernregionfootball)
- [twitter.com/nrf\\_football](https://twitter.com/nrf_football)

NRF aim to publish game day blanket cancellation notifications by 8am on game days.

If there are cancellations that relate directly to Michaels Ave, we will endeavour to contact coaches and managers as well as update our website and social media pages.

As a rule of thumb we always suggest double checking the NRF website before travelling to games in the morning.

## **Club Gear**

Each year we have a significant amount of gear that goes missing (and this costs the Club several thousand dollars each season). Amongst other things, your team gear bag contains a set of shirts for the team. These are for use on match days only and, as with all other gear, are to be returned (clean) at the end of the season.

Please help us to prolong the life of the shirts by ensuring that your team members do not wear them for training sessions, and please advise all team members to not alter their playing shirts in any way (i.e. adding players names or hemming the bottom)

If there is a problem with the sizing of any of your team shirts, please contact Hollie on [info@ellersliefootball.org.nz](mailto:info@ellersliefootball.org.nz) and she will endeavour to allocate a more suitable size from our existing stock. We will do our best with the stock that is available.

## **Pump & First Aid**

A first aid kit and ice will be kept in the First Aid Room of the new building and an electric pump (for pumping footballs) will be available in the lower level of the Clubrooms every Saturday morning game day from 8am.

In the event of a heart related emergency there is a defibrillator in the office and in the YMCA.

## **Teams Playing Against Waiheke**

If your team is scheduled to play a fixture against a Waiheke team (either at home or at Waiheke), there are some specific requirements. These can be found [here](#).