



# Bullits Basketball Club Team Manager Manual

AUTUMN SEASON, 2021

## **About Bullits**

Bullits Basketball Club is a community based, non-profit, sporting club based in Sandringham. The club is run by a hard working and dedicated team of volunteers. The club has 102 teams in the SBA Association and 1 at the McKinnon Association. Our aim is to promote healthy, inclusive, and regular competition for boys and girls in the local area by encouraging them to develop their basketball skills to their full potential. We also have a small number of senior teams playing for Bullits.

## **Helpful Websites**

Our website: [www.bullits.org.au](http://www.bullits.org.au) and Southern Basketball Association: [www.southernbasketball.com.au](http://www.southernbasketball.com.au)

Please refer to these two websites for information ranging from fixtures through to forfeits and By-Laws.

## **The Role of the Team Manager**

The Team Manager (TM) is the point of contact for each team. They are responsible for:

- organising training times
- ensuring players know game times
- communication between the Committee or Association with the team
- arranging and notifying players of forfeits or cancelled training
- organising a scoring roster

TMs must have a valid Working with Children Check and complete the government's online COVID-19 Infection Control training - <https://www.health.gov.au/resources/apps-and-tools/covid-19-infection-control-training>.

## **Player Registration and Fees**

Club fees are \$285 for the season. This includes an annual Basketball Victoria fee of \$25 and a seasonal Southern Basketball Association fee of \$10. Discounts are available for additional children, parents who coach teams, and teams that do not train. **Contact:** [president@bullits.org.au](mailto:president@bullits.org.au) for further information.

## **Age Group Cut Offs**

Autumn Season runs during Term 1 & 2, 2021. There are no games during school holidays. The cut off for the Autumn Season is December 31st, 2021. Players must play in a competition UNDER the age they are on December 31st, 2021.

## **Team Numbers**

Each team needs 5 players on the court and 2 or 3 extra players in case of absence or illness. The club welcomes friendship groups and we also include individual players who would like to play. At times we need to place individual players into teams. **It is a club expectation that teams will take an 8th player.** As much as possible, players of appropriate/similar ability will be placed into teams.

### **Fill in Players**

Players can fill in for a team in an age group above their correct age group as many times as required. However, they can only play in one age group above. For example, if their correct age is to play in the U12 competition, they can fill in for U14 but not U16 or above. Players can only fill in for a team in a higher grade in their correct age group. For example, players cannot fill in for a team they play against, and players cannot fill in for a lower grade team! Players can only fill in for a team in a higher grade in their correct age group up to 3 TIMES. If a player fills in any more times, they must remain in that higher graded team, and not return to their lower graded team.

### **Uniforms**

The uniform cost is \$60 for Reversible Bullits singlets and \$45 for the shorts. Players order and pay for uniforms at designated uniform days before the start of the season. The next Uniform Day is Thursday 21st January from 4.30pm-6.30pm at the room upstairs at the stadium in Tulip St.

### **Stadium Entry**

Players and children under 18 years are free. Casual Adult entry is \$4. Adults can purchase Stadium Entry cards online for \$25 for the whole season. Membership cards cover entry to all games excluding finals. An entry fee of \$4 per adult is payable throughout finals. The link for the Stadium membership card:

<https://membership.sportstg.com/regofrm.cgi?formID=93582>

### **Training Times**

Bullits teams train in the stadium at Sandringham East Primary School on Holloway Rd, Sandringham, and at Sandringham Secondary College on Lawson Parade, Highett. Training times are Mondays – Fridays from 4 - 8.30pm. Teams are asked to give 3 preferences for training times and days. TMs will be sent a link to a Training Preference Form towards the end of each season to complete. We try to give teams one of their preferences or close to them. All age groups have 45-minute time slots. Training is cancelled if the temperature is over 35 degrees at 3.30pm. TMs will receive an email advising the status of training around 1pm on the day if training is cancelled.

**Please note that a parent must be present at each training session and they are responsible for the discipline and behaviour of the players. It is not expected that Junior Coaches be responsible for behaviour management as well as coaching the team.**

### **Bullits Team Coaches and Trainers**

Teams are encouraged to source their own coach. If teams are unable to source their own coach, the club will endeavour to find that team a coach. Please note this is not guaranteed. The club provides trainers at training sessions to help run training sessions. Each trainer is a Level 1 Basketball Coach and can be used as a mentor for some ideas or run the whole session each week. Parents who coach their son/daughter's team will receive a \$100 discount on fees. Junior coaches are paid a lump sum fee at the end of the season. Junior Coaches are expected to attend Coaching Courses and Coaches meetings as required. The club will pay for these.

## **End of Season**

The club provides medals to each player in U9, U10 and U12 teams. Older teams can request three medals per team: “Most Valuable Player”, “Best Team Player” and “Most Improved Player”. A Medal Order form will be sent to TMs towards the end of each season to complete and return by the due date.

## **Scoring**

Each team must provide a scorer for each game. The TM should organise a roster to share this responsibility evenly among the whole team. During Finals, teams should provide two scorers so that one person can “spot” while the other inputs the information. Scorers are not to cheer from the bench as it is a “neutral zone”.

## **Codes of Conduct for Players, Parents and Coaches and Working with Children Checks**

The Club has a Code of Conduct that families and coaches need to familiarise themselves with, which is on our website [www.bullits.org.au](http://www.bullits.org.au).

All TMs and Coaches over the age of 18 need to complete a Working with Children Check (WWCC) and submit it to the Club. All WWCCs are recorded in an online document repository (Everproof). You only have to submit it once (or when a new card is issued). You will be notified via Everproof when your WWCC is nearing expiry.

## **Fixtures**

Game times, days and venues can be found on [www.southernbasketball.com.au](http://www.southernbasketball.com.au) under “Domestic Fixtures”. TMs need to check these regularly as game times can change without notice.

## **Game Venues**

Games are played at Sandringham Basketball Stadium in Tulip St, Mentone Girls Secondary College, Parkdale Secondary College, Cheltenham Secondary College and Mentone Grammar School. Be sure to check your venue each week as these can change from week to week. Some Bullits teams also play in the competitions at McKinnon Basketball Association.

## **Game Days**

Mondays – U12 girls, U18 girls and Senior Women, Tuesdays – U14 girls, Wednesdays – U16 girls, Thursdays – U10 girls, U10 boys and Senior Women, Fridays – U9 girls and U9 boys, Saturdays – U12, U14 and U16 boys, Sundays – U18 boys, U20 boys, U20 girls and U23 girls.

## **Heat Policy**

**Games:** if the court temperature is over 35 degrees the game times will be shortened to 18-minute halves with a 5-minute half time and a mandatory time out at the 9-minute mark of each half.

**Training** is cancelled if the temperature is over 35 degrees at 3.30pm.

## **Bullits Playing Bullits Teams**

The club is phasing in reversible singlets with blue on one side and yellow on the other, for when teams play another Bullits team. Until all players are wearing the reversible singlets, TMs will need to email [president@bullits.org.au](mailto:president@bullits.org.au) when they are scheduled to play another Bullits team and collect a set of yellow singlets to wear for the game. **The first named team wears yellow tops.** Depending on numbers TMs may be able to keep the tops for the season for when there are games that clash.

## **Forfeits**

If you know that you are going to be unable to field a team, you can contact your Age Group Coordinator to see if they can find any players from a lower grade or age group to fill in. Alternatively, if you need to forfeit, the Club will not be fined if this is done **7 days in advance**.

You need to fill in a forfeit form which can be found at <https://www.southernbasketball.com.au/about-sba/policies-forms/> and email it to: [admin@southernbasketball.com.au](mailto:admin@southernbasketball.com.au) and cc: [president@bullits.org.au](mailto:president@bullits.org.au).

**Please do not contact Southern Basketball Association directly. All communications with the SBA need to come through a Committee member, not a TM or parent. The exception is Forfeits which can come through the TM.**

## **Current By-Laws/Admin Rules to Note**

- Players who play Representative Basketball, i.e. Sabres, Frankston Blues, McKinnon Cougars, Oakleigh Warriors, etc. are worth “points” to their team. There is a maximum of 14 Rep points per team. This is to prevent teams being “stacked”. Teams with players who play Rep for any association need to check that they are within the points allowed. See Lisa Mouncer for more information.
- Games will be graded in the first 4 weeks of the season. Teams deemed to have been entered in the incorrect grade will be regraded during the grading period. Ladders and points go back to zero once grading is complete.
- Players **MUST NOT** fill in for other teams during grading.
- The top 4 teams in each grade will contest the finals. 1st vs 4th and 2nd vs 3rd. Winners to play off in a Grand Final. The top 8 teams will play off in finals in grades with A/A Reserve.
- ALL registered players for a team **MUST PLAY** a **MINIMUM** of 75% of grading games with that team.
- If a team is missing a player/players for any games during the grading phase or using fill-in players, the club **MUST** advise [president@bullits.org.au](mailto:president@bullits.org.au) via email prior to the game (and preferably the graders if possible).

**The following measures have been introduced in response to COVID-19, to help protect our players, coaches and the community.**

### **COVID-19 TRAINING Restrictions**

- Teams will be allocated a 45 minute training session, but will only train for the first 35 minutes. This will allow 10 minutes for teams to immediately leave the stadium after training and avoid meeting the next teams arriving to train.
- Minimum of one adult per team is expected to attend training sessions. Other parents will be asked to sign in and wear masks as the ability to socially distance is reduced by the available seating space.
- Bullits will provide hand sanitiser for each person to use upon entry to the stadium and sanitiser spray to clean all basketballs before training commences. Seated surfaces will be wiped down between training sessions.
- Training attendance rolls will be taken by an authorised Club Biosecurity Officer (with approved training) before training commences.
- Only the two allocated teams will be permitted on the court at the same time, with each team allocated one half of the court.
- Teams are required to keep to their half of the court and CANNOT cross over into the other half. Players only train within their teams, There will be no games between different teams at training, at least for the first half of the season.
- Players will be asked to bring their own filled water bottles to training.
- Players will be asked to use the toilet before they come to training. If players need to use the toilet, they will be required to use hand sanitiser before returning to the court.
- Players who are feeling unwell will be asked to stay away from training.

### **COVID-19 GAME Restrictions**

- All people who enter the stadium must sanitise their hands on arrival and register using the QR Code and provide their name and mobile phone number.
- Drink bottles are not to be shared under any circumstances.
- As soon as the game is completed, all players and adults must make their way to the exit. At Tulip Street the exit will be the doors at court 4. Under no circumstances are coaches and players permitted to meet after the game whilst in the stadium. Team meetings can be out in the car park.
- Players are not permitted to shake hands after the game, nor are Coaches or Team Managers.
- Scorers are required to adhere to the 1.5 mt distancing regulation whilst scoring
- Sanitised wipes and hand sanitiser are available for each team on each side of the scorers bench as well as a pedal operated rubbish bin for the ball wipes to be disposed in.

**THANKS FOR BEING A TEAM MANAGER!**