



**CAMPBELLTOWN CITY
SOCCER & SOCIAL CLUB INC.**

**MINIROO SPORTS & ADMINISTRATIVE
POLICY**

SEASON 2025

Table of Contents

1. AIMS.....	3
2. ADMINISTRATION	3
3. CLUB STRUCTURE.....	3
JUNIOR DIRECTOR	3
TECHNICAL DIRECTORS	4
COACHES	4
TEAM MANAGERS	5
PLAYERS.....	6
PARENTS.....	6
4. FEES.....	7
CLUB FEES	8
SIBLING DISCOUNTS.....	8
VOLUNTEER LEVY	8
THIRD PARTY FEES.....	9
APPAREL FEE INCLUDES	9
REGISTRATION FEE	9
5. HOT / COLD / WET WEATHER POLICY	10
6. INSURANCE	10
7. TEAM SELECTION	10
FAIR TIME POLICY.....	11
PLAYER POSITION ROTATION POLICY	11
ON GOING PLAYER ASSESSMENT.....	11
PLAYER MOVEMENT	11
8. CLUB ACADEMY.....	11
9. CHILDREN AND IMAGES.....	12
10. TROPHIES/AWARDS	12
11. FUNDRAISING	12
12 SPONSORSHIP.....	12
13 WORKING WITH CHILDREN CHECK	12

1. AIMS

To promote soccer (football) amongst the youth of the community through use of skilled training sessions, and other means as decided by the Campbelltown City Soccer & Social Club Inc. ("Club").

To positively support the physical, technical, psychological, and social development of our Miniroos players.

Fostering an elite pathway to produce players capable of taking positions in the Junior teams thus engendering and enhancing team and Club spirit.

To play an entertaining, attacking and possession style of game that endorses the FFA national curriculum and allows for flexibility to foster a winning culture across all teams.

2. ADMINISTRATION

This policy is issued and administered by the Campbelltown City Soccer & Social Club Inc. Committee ("Committee").

The Committee reserves the right to expel any coach, team manager, technical director, or player (with or without reason).

The Committee reserves the right to prevent any player from playing for the Club after selection (with or without reason).

3. CLUB STRUCTURE

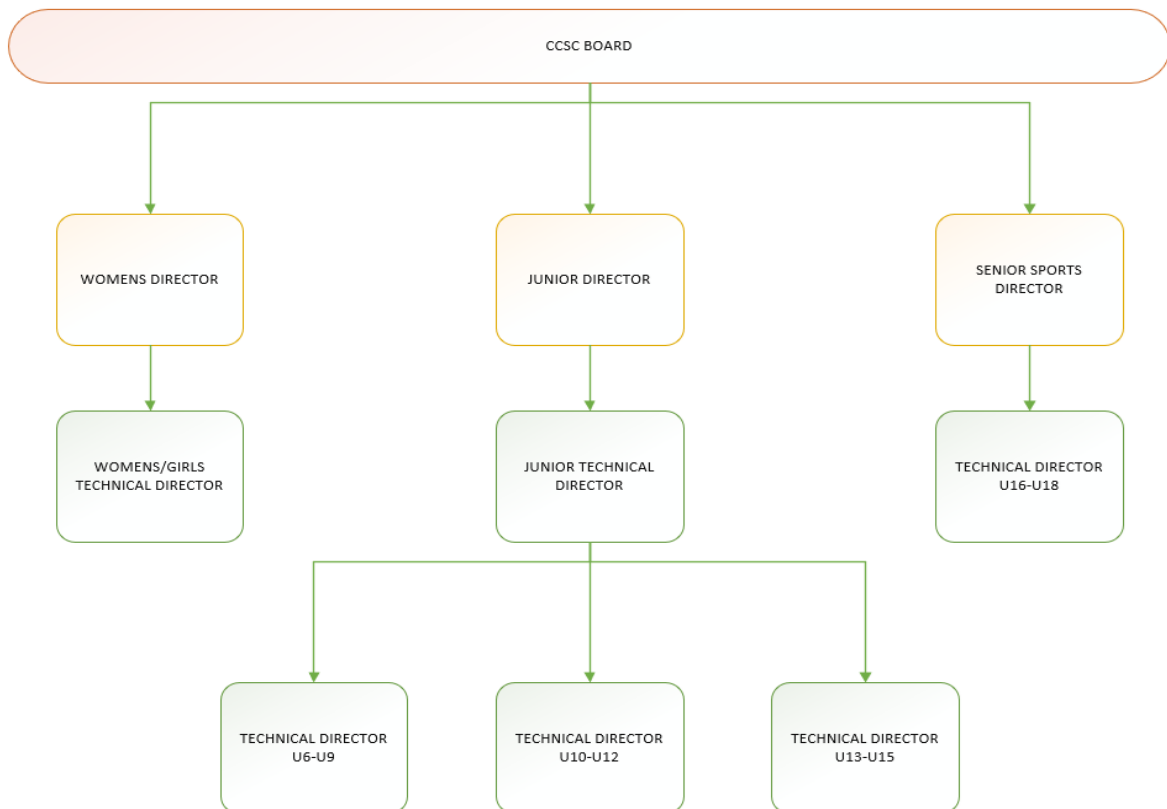
JUNIOR DIRECTOR

Junior Director Responsibilities:

- Develop, oversee, manage, and implement all aspects of the Miniroos Football Program, in line with Club policy and procedures.
- Ensure that mandatory pre-season meetings are held with parents to discuss roles and responsibilities including acceptable behaviour.
- Ensure that regular meetings are held before and during the season with coaches to ensure full communication and feedback.
- Chair regular meetings of the Junior Committee to ensure full implementation of the Miniroos Football Program and associated activities.
- Respond to and report in real-time to the nominated Committee or Council contact person on any maintenance or safety issues associated with the grounds, facilities, or equipment.
- Report regularly to the Committee on the planning, delivery and performance of the Miniroos Football Program and implement Committee resolutions relating to this Program.
- Provide advice to the Committee on changes to this policy and other Club policies and processes that may impact on miniroos players.

TECHNICAL DIRECTORS

The Club has implemented a three-tier structure for the Technical Requirements, which includes Miniros, Juniors, Women's (incl. Girls) and Senior's, which are as follows:



Technical Directors Responsibilities:

- Promote the club's playing philosophy (attacking and possession based).
- Educate and provide technical assistance to all Miniros coaches.
- Monitor and assess the development of Miniros coaches and players.
- Provide regular feedback, information and practical sessions for Miniros coaches and players.
- Manage and coordinate players for promotion (during the season).
- Identify and recommend elite junior players from within the club

COACHES

- All miniros coaches will be ratified by the Committee
- Appointment of all miniros coaches will be according to the following criteria and provisions:
 - Previous playing or coaching experience and a willingness to adopt the club's playing philosophy.

- Proven ability to communicate with, motivate and impart discipline on players to help develop character and enhance the standing of the Club with the FSA and the community. It is expected that miniroos coaches will motivate players by quietly nurturing and encouraging players and not by shouting at, abusing, and belittling them and officials.
- A selection process for all miniroos coaching positions will be initiated towards the end of the season (each year) and initial recommendations will be made by the relevant Technical Directors, with final recommendations being approved by the Junior Director).

Coach Responsibilities:

- Adopt and implement the club's philosophy of playing style and formations.
- Instruct players as to the rules of the game.
- Ensure fair participation and enjoyment of training and game of each player.
- Support and use the playing policy adopted by the Club.
- Be responsible for players' conduct on and off the field.
- Be responsible for the well-being and safety of players during and after training and games.
- Address parents in a professional manner both collectively and individually when required.
- Not physically or verbally abuse any player, parent, spectator, official or Club member including from opposition teams.
- Not knowingly interfere with the coaching of another team, particularly during play.
- Never undermine another coach to other parents or coaches.
- Issues need to be raised with the Technical Director and escalated to the Junior Director if required.
- Be responsible for ensuring that the "fair playing time" policy is being adhered to.
- Fully adhere to the miniroos player movement guidelines and liaise regularly with the Technical Directors, Junior Director, and other coaches at the same or similar age levels to ensure that these guidelines are met (Refer to "Junior Player Movement" paragraph).

TEAM MANAGERS

Miniroos Team Managers will be appointed by the Junior Director at the recommendation of the Coach.

Team Manager Responsibilities:

- Implement and promote all relevant policies, directives, and functions of the Club
- Act as the first reference person for approaches by players, parents and coaches and liaise between the Team Manager Coordinator/Junior Director and assigned team and attend all meetings as required.
- Be responsible for record sheet of training, injuries, playing time and matches.
- Make sure players treat home and away facilities with respect and leave in a satisfactory condition.
- Manage and setup a roster for referees and setup of equipment for match days

PLAYERS

Player Responsibilities:

- Be loyal to the Club and obey all rules and regulations.
- Conduct will be such as to bring honour to themselves, parents, coaches, team managers and the Club.
- Respect and abide by directions of referees, coaches, team managers and Club officials.
- Behave in a respectful manner and not criticise or abuse fellow players or opponents.
- Be punctual for all training sessions and games or otherwise notify team manager/coach of reason.
- Play for the benefit of the team not only for themselves.
- Report any injuries immediately to team manager.
- Players are to be appropriately dressed in Club uniform on match days.
- Players are responsible for all medical expenses incurred during training or games.

Players who do not comply with the above requirements will be penalised accordingly and the penalty will be determined by the Junior Director based on their assessment of information provided by the Team Coach and others. Any appeals against this decision will be heard by the Committee.

Miniroos player matters which are unable to be resolved by the Team Manager or Team Coach should be referred to the Junior Technical Director and Junior Director

Wilful damage to any Club property will be paid for by the team/person responsible.

PARENTS

Parent Responsibilities:

- Ensure that their children attend training and games on time and be present to collect children punctually at the completion.
- Parents of under 6 to under 11 children must be always present at the club during training nights and match days unless alternate arrangements have been made with the Team Manager and/or Coach.
- Parents are to refrain from standing in the training ground areas whilst their children are training. We encourage parents to watch from behind the perimeter of the grounds or attend the clubroom to wait for their child to complete training.
- Pay appropriate fees by due date (Refer to "Fees" paragraph)
- Actively support their child and the Club by promoting and participating in all social and fund-raising activities.
- Parents may be rostered for referee, ground steward, setup and pack up of nets, other duties to assist the team manager and must commit to their attendance requirement or change times with other parents. Failure to do so may impact on Team Selection or incur a financial penalty set by the Committee.
- Team selection on a weekly basis will be the responsibility of the coach and parents are asked to refrain from directly interfering.
- Parents will always approach the Team Manager in the first instance for all matters. If not satisfied, then an approach can be made to the Junior Director for formal discussion.
- Parents are encouraged to attend and support their child's team but are asked to conduct themselves in a respectful manner and accept (and certainly not abuse) referee's decisions,

applaud good play by both teams, not openly criticise players from either team and not become involved in arguments with team or opposition players/parents and officials.

- Parents must always stay behind fence or designated lines and refrain from yelling instructions or criticism to the players.
- Parents should encourage their children to care for their equipment/uniform and to be appropriately dressed for both training and matches.
- Parents should not allow players who are ill to attend training sessions and matches. They should ensure that players are up to date with their immunization and that any wounds are fully covered.
- Parents are requested to either transport their own children or make their own arrangements.

4. FEES

The Club operates on a not-for profit basis and fees are based to cover the financial costs to the Club and are provided in your letter of offer.

The Fee structure for 2025 comprises:

Club Fees

Club Fee	As per table below
Volunteer Levy (Payable per family)	\$100.00

Third Party Fees

FSA registration (to be confirmed by FSA)	\$95 to \$105
Apparel Fee (Payable on order of uniform)	\$325.00

Team	Age Group	Boys	Girls
u6	2019	\$700	\$700
u7	2018	\$700	\$700
u8	2017	\$900	\$700
u9	2016	\$1,000	\$700
u10	2015	\$1,150	\$850
u11	2014	\$1,150	\$850

Club Fees include:

- Club Administration and Operation costs
- Leasing costs and upkeep of facilities and equipment
- Certified coaches
- Technical directors
- Free entry to all CCSC NPL & WNPL home games
- FSA Team registration fee

CLUB FEES

- Club Fees are not Transferable
- SA Government Sports vouchers up to the value of \$200 may be used for each eligible child.
- No refunds will be provided for Club Fee, simply because a player has changed their mind about playing.
- Players may be eligible for a refund of the Club Fee (less costs – as outlined below) if the player has not yet been registered with FSA and decides to leave the Club under the following conditions:
 - Injury preventing the player from playing
 - Family (including player) moving away to rural area, interstate or overseas
 - The team folds due to insufficient numbers
- Costs associated with any refund related to the Club Fee are:
 - Administration fee (payable to the Club) of \$275.00
- Once a player has been registered with FSA, then NO Club fees will be refunded.
- U6 to u11 players will be required to pay a minimum of 50% of required Club Fees as a deposit before the end of September 2024 to secure a place for 2025.
- Total Club Fees to be paid no later than 31 March 2025

SIBLING DISCOUNTS

- Families registering more than one child will receive a 10% Sibling Discount (deducted from the Club Fee) for each additional player registered with the Club.
- Sibling Discounts are only applicable to miniroos & junior players and cannot be used in conjunction with a senior player (incl. Senior Men, Senior Women or CSL).
- The Sibling Discount will be applied to the youngest players first.

VOLUNTEER LEVY

The Club needs volunteers - running a club of our size takes quite some effort and we rely upon the generosity of volunteers at all levels of the club in giving their time. More recently, it has become increasingly obvious that a change is required to support the club we all appreciate and want to be part of.

In recent times, we are seeing that the engagement and support of players and their families has been extremely limited, especially in bars, canteens, and events.

As a result, the Board has decided to introduce a Volunteer Levy (Levy) for the following seasons to impress upon players' families the urgent need to have volunteer assistance to successfully operate the functions of the club.

Notwithstanding the limited support, it is acknowledged that one area of success in volunteering roles at the Club is in the assistance of coaching and managing teams, and we fully appreciate the time and energy people put into these vital roles.

The intent of the Levy is that those that participate in a range of voluntary roles will have this Levy refunded. It is our view, that the Club, is not asking for a significant commitment, but rather a few hours per season.

Who will need to pay the Volunteer Levy?

Each family will only pay the Levy of \$100, once per year, so a family with two or three players pays the same as a family with one player. The levy is paid in addition to the Club fee.

How will the Volunteer Levy be managed?

- The Club will maintain a Levy database that has all volunteer hours recorded per family. Information within this database can be provided to the family on request.
- The Levy will be refunded (as a whole or in part) at the end of the Season, depending on the amount of 'assistance' and/or roles that has been provided to the Club.
- The amount of 'assistance' required to facilitate a refund is as follows:

Activity	Time Commitment	Rebate \$ Amt
Bar / Canteen (Juniors)	1 x shift (usually 2 to 2½ hours)	\$25 to \$30 per shift
Bar / Canteen (Snr Women)	1 x shift (usually 2 to 2½ hours)	\$25 to \$30 per shift
Bar / Canteen (Snr Men)	1 x shift (usually 3 to 3½ hours)	\$35 to \$40 per shift
Events	Dependent on Event	Depends on hours required

Are there circumstances whereby other Volunteers and/or individuals may be eligible to have the Levy refunded?

Some roles and/or circumstances may enable a family to have the Levy 'fully' refunded without having to provide any services to the bar, canteen, or events. These roles are listed below:

- Coaches, where there are co-coaches, then only ½ the Volunteer Levy will be refunded.
- Assistant coaches, excluding second or third assistant coaches.
- Team managers, excluding second or third team manager.
- Other significant tasks as approved by the Board.
- Apparel and/or Team sponsors.

Please note, the Levy is to be paid by all families – even those listed above. At the end of the season, those listed above will receive their refund.

THIRD PARTY FEES

APPAREL FEE INCLUDES

- 1 x Home kit (Shirt, shorts, socks)
- 1 x Away kit (Shirt, shorts, socks)
- 1 x Midlayer Jumper
- 1 x Trackpant
- 1 x Soccer ball

REGISTRATION FEE

FFSA registration fee is required to be paid before the season commences. Registration and payment is made via the PlayFootball website. CCSC will advise when registrations are open. Registration will not be accepted if club fees are unpaid.

5. HOT / COLD / WET WEATHER POLICY

Miniroos training and matches will proceed at the discretion of the Junior Director. The decision will be made at the ground prior to training nights and/or match days. The Hot and Severe Weather policy for training and games will be as recommended at the time by FSA. FSA's Hot Weather Policy will be implemented for both training and games.

6. INSURANCE

The Club emphasises that it does not carry any medical health insurance for players and that limited insurance cover is provided by FSA (see below).

It is recommended that parents and players arrange private health insurance.

The Club will not be responsible for any medical costs.

It is the parent's or player's responsibility to have ambulance cover.

All players and volunteers are covered by the FSA Personal Accident Insurance. The insurance should not be viewed as a replacement for private health cover as it does not provide an extensive cover as Private Health.

Details of Football SA Insurance program can be found here [Football SA \(gowgates.com.au\)](http://Football SA (gowgates.com.au))

7. TEAM SELECTION

It is a Club requirement that all U6-U11 Players play in their right age group, unless approved by the Junior Director.

Under 6- 7 are deemed to be Discovery Phase and as such will not be graded.

Under 8 – 9 team selection will be based on the ranking of individual players, by the Junior Technical Director and coaches, and then each team will have a **combination** of 3-2-1 ranked players. It is intended that each team will be **evenly balanced** in skills and abilities. Player ranking will take place during the pre-season training sessions and teams will be in place by the start of the miniroos season.

Under 10-11 team selection will be based on individual players skill and ability. It will be at the recommendation of the Junior Technical Director and will need to be approved by the Junior Director as to whether the age group is graded into A and B teams or if the teams are to be evenly balanced with a combination of 3-2-1 players. The technical strength of the age group will be the major consideration. It is intended that the grading process will take place during the pre-season training sessions and squads will be in place for pre-season matches and teams by the start of the miniroos season. Ongoing player movement and player promotion will be at the discretion of the Junior Technical Director on the advice of Team Coaches.

Goalkeepers

We recommend that children do not dedicate to the position of Goalkeeper until Under 12. This is to ensure they develop their skills with their feet and as children often do change their minds, this doesn't hinder their development should they decide later they wish to be an outfield player.

We do encourage those U10-U11 Miniroos who have a passion for Goalkeeping to attend our Goalkeeper training sessions

FAIR TIME POLICY

All players within a team must be provided opportunities, over the course of the season, to enable them to achieve the same average match time as their teammates by season end. However, the extent of what is deemed to be “fair” match time will be left to the discretion of the Team Coach and whether the player merits a position in the team based on performance and attitude.

All Team Coaches will ensure best endeavours are made to achieve compliance with the Fair Time Policy as applicable to their allocated age group.

If it is foreseen that a Player will be unable to achieve compliance with the Fair Time Policy due to a series of extenuating circumstances (e.g., illness, injuries, holidays, disciplinary actions resulting in time out from playing, etc.), please ensure the Junior Director is informed in a timely manner.

PLAYER POSITION ROTATION POLICY

It is the Club’s Policy that U6-U11 players be provided with opportunities to further their development by playing in a variety of positions on the field. The objective is to enable players to experience match play from different perspectives and in doing so develop a broader skillset and appreciation of several aspects of the game. During this period, coaches and players alike may also begin to assess potential preferred positions for the future.

ON GOING PLAYER ASSESSMENT

Following observations throughout the duration of the season, to ensure players are participating in an environment that is conducive to maximising their development potential, the Junior Technical Directors, in conjunction with coaches, may recommend to the Junior Director that they reallocate players into another team for the ensuing period.

Players are expected to enjoy increased levels of technical and personal development (and therefore overall satisfaction) through such movement as it is an individual’s rate of development that is typically under review.

PLAYER MOVEMENT

All players are registered with the Club and as such do not belong to a particular team. Players will be assessed and allowed to move between teams according to the following guidelines:

- Players may be considered for training and or playing in an older age team by assessment from the Junior Technical Director and in collaboration with the Junior Director.
- If a player is successful at the higher level, they may remain there if the opportunity exists. However, the player must always be prepared to return to his original team as required.
- Players will be promoted based on technique, tactical awareness, attitude, and character.

Selections for State and Representative Teams will be at the recommendation of the Junior Technical Director but will need to be approved by the Junior Director.

8. CLUB ACADEMY

The club academy provides an environment for players to gain extra development and training in addition to their club training. This Academy will train one extra session per week throughout the season and may continue during the off-season.

There is an additional cost to participate in the Academy.

9. CHILDREN AND IMAGES

The Club is committed to providing and fostering a safe environment for all children to train and play at the Club.

It is legal to take a video or a photograph of children playing sport at a sporting event. People taking the photos or video of children, however, must do so for acceptable and lawful reasons, for example:

- A parent videoing their child at a sports presentation or photographing their child on the field during a game
- A parent or team photographer taking photos of a team or players for the Club
- A team or Club official videoing a game for coaches' post-game review and analysis
- A Club member taking photographs or videos for Club promotions

The Australian Sports Commission (ASC) has set guidelines on the Acquiring and Displaying of Images of Children. These guidelines are available on the Club's website, and we request parents make themselves familiar with them.

The Club endorses and will comply with the ASC Guidelines.

The Club also accepts that the parents, being advised of these Guidelines and being provided with the Club's Sports and Administrative Policy, acknowledge, and agree to lawful and permissible uses of video and photography (described above) at the Club. If any parents do object to their child being photographed or videoed for the above purposes, they should advise the Junior Director and their respective Team Manager.

The Club's appointed Child Safe Officer (CSO) is whoever holds the position of the Junior Director

10.TROPHIES/AWARDS

Under 6 to under 11 players will receive a trophy at the end of the season

11.FUNDRAISING

All fund raising and social events are to be organised through the Junior Director in conjunction with the Club's Social Committee and ratified by the Committee.

12.SPONSORSHIP

Each team is strongly encouraged to seek individual sponsorship which must be approved by the Marketing Director and ratified by the Committee. Any merchandise for teams paid for by sponsors, which includes any printing of sponsor's logos and names on any Club merchandise, must be approved in advance of production or purchase by the Marketing Director and ratified by the Committee.

13.WORKING WITH CHILDREN CHECK

All personnel involved in any activity which results in regular interaction with children e.g., Junior Coach, Assistant Coach, Team Manager, etc., must complete a Working with Children Check <https://screening.sa.gov.au/applications/application-information-for-individuals>

This requirement does not extend automatically to those who do not interact regularly with children such as canteen workers and Club Committee members.

This is a free process which commenced on 1 July 2019. Current, valid DHS/DCSI child-related employment screening will be accepted until they expire, but otherwise all volunteers who regularly interact with children must complete a Working with Children Check prior to the commencement of any club activity involving interaction with children usually the first training session of the season. A copy of the Working with Children Check must be provided to the Junior Office Manager for the club to retain on file.