



NORTH WEST SYDNEY FOOTBALL LTD

2020

GAME DAY ADMINISTRATION

Postal Address - PO Box 1308, Macquarie Centre 2113
Association Office - Christie Park
Christie Rd, Macquarie Park

CEO - Mark Lockie
Admin. Assistant - Jo Ryan
Women's Manager – Denise Robinson
Competitions Coordinator – Nikki Riddle
Accounts and Admin Coordinator – Fiona Richards
Head of Football – Tim Thorne

Phone: 9887 2116
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BOARD

Helen Armson
Mal Arnold
Jodie Camden
Lindsay Donald
Tracey Williams

1. Team Sheets:

Electronic matchesheets will be compulsory for all competitions from U10 upwards. Both teams are required to have their teamsheets marked as “complete” and to confirm the other team’s teamsheet in the system 10 mins prior to kick-off.

With electronic teamsheets, both team managers must complete their teamsheet 10 mins prior to the match so that the opposing team manager can confirm. All relevant information must be included, including any upgraded players and shirt numbers for all players. For electronic teamsheets, the team manager should confirm the opposition’s teamsheet to lock the teamsheet from further change.

2. Photo IDs

IDs as issued by the Association are compulsory and **MUST** be used for all competition games. These can be in the form of electronic teamsheet photos or printed photo sheets. Team Managers and Coaches will be issued with ID Cards and these must be worn during matches.

The opposition manager has the right to sight any or all of the players for verification against the player’s Photo ID. If the opposition manager contests the identity of a player, the manager should note on the teamsheet that they contest the identity of the player, noting the name and ID of the player.

3. Team Managers –

- a) Be responsible for his/her team’s players and spectators.
- b) Ensure their teamsheet is completed prior to the match
- c) At the completion of the game, both team managers must enter the results. This is compulsory for age groups U10 and upwards and it is strongly encouraged for U6 to U9 so that competitions can be monitored for grading purposes.
- d) All managers should check each Thursday the games that are uncovered by the referees (not all games can be covered). This will allow plenty of time for managers to organise someone to referee half of the game. [Click here for the Referee Uncovered link](#) which is on the NWSFRA website: www.nwsfra.com.au
- e) All managers should check the fixtures and results page on the [NWSF website](#) each Thursday to make sure of the venue and time of the game in case it has been necessary for the Association to make any alteration. Any late changes on Friday or over the weekend will be notified directly to the relevant Clubs.

4. Ground Marshall:

At each ground or complex, a “Ground Marshall” MUST be provided by the Club who has the responsibility for that area. The Ground Marshall must wear an orange “Official” jacket so that he/she is easily recognisable. Persons acting as Ground Marshalls can change at any time during the day.

The Duties of the Ground Marshall are –

- Ensure field is dressed according to the By Laws including the use of rope barriers on both sidelines at a minimum of 1.5m from the sideline.
- Control of the ground
- To be a point of contact on the day
- Offer any advice or guidance but must not get involved in any fracas which may occur
- Report to his/her Club on any incidents which occurred while he/she was acting as Ground Marshall. Clubs to report any such incidents to NWSF by 10.00am on the Monday following the games.
- **In 2020 there is an added responsibility of ensuring the club’s CovidSafe Plan is being complied with – particularly the social distancing requirements of spectators.**

6. Playing Strips:

- a) All teams **MUST** wear their Club’s registered strip in all games **except** when required to change as per the [Strip Clash Register](#). No team is permitted to wear a previous or different strip.
- b) Alternate Strip **MUST** only be worn when required as per the Strip Clash Register. This is an **‘alternate’** strip NOT an **‘away’** strip.

- c) In Under 10s up, all shirts including clash strips **MUST** have unduplicated numbers and **MUST** correspond with the names filled out on the team sheet.

7. FORFEITS

If a club is aware in advance that a team will be forfeiting a match, details need to be emailed to nwsf@nwsf.com.au prior to 4pm Fridays.

If a club becomes aware of forfeits after that time, the information must be sent **by text to:**

- For **Mixed** competitions - **0477 80 80 33**
- For **Women's** competitions – **0405 364 555** (only the club's Women's Coordinator can advise of forfeits)

This is particularly important for competitive age groups to ensure any referees appointed to the games are advised.

As a courtesy to the other club, clubs should make direct contact with the opposition club where a late forfeit will occur. All club contacts are listed below.

8. WET WEATHER PROCEDURES

If wet weather threatens to impact weekend games, and if a majority of grounds are closed by Councils on Friday, NWSF will advise clubs by COB Friday that the round is cancelled and post a message on the NWSF website and Facebook pages. Clubs must assume matches are on unless advised to the contrary. Do not call the NWSF office.

Should there be rain overnight on Friday or over the weekend, clubs are responsible for assessing their fields and determining if matches proceed (although note that some Councils may make this decision).

Should grounds be closed, clubs must **text** the [Club name] [Field name] to:

Mixed competitions - 0477 80 80 33
Women's competitions - 0405 364 555

Clubs can monitor Council grounds on their websites (linked to the [wet weather page on NWSF website](#)) or by calling the numbers below or click on the link for the relevant website information:

Council wet weather information -

[Ryde Council](#) - 9952 8244

[Hornsby Council](#) - 9847 6764

[Hills Shire Council](#)

[Parramatta Council](#) - 9294 8586

[Hunters Hill Council](#)

OTHER LINKS

[NWSF Club contacts](#)

[NWSF Regulations](#)

[NWSF Ground Directory](#)

NORTH WEST SYDNEY FOOTBALL

CODE OF CONDUCT

Winning at any sport is a part of sporting tradition but this is not as important as the “spirit of the game”.

Referees, Assistant Referees and Other Match Officials.

-abuse of referees and assistant referees will not be tolerated in any form.

Abuse includes derogatory comments about the match official’s performance or ability, repeated or vocal criticism or challenging of the match official or their decisions, and any form of insulting, offensive, aggressive or intimidating behaviour or language directed at a match official.

Abuse of referees, assistant referees, players, coaches, managers, parents or spectators etc may result in penalties against the individual, team or club concerned. Those penalties include fines, bonds, loss of competition points and suspension.

Coaches and Managers Code of Behaviour.

- be reasonable in your demands on young players.
- players play for fun and enjoyment. Don’t ridicule mistakes.
- teach players that the rules of sport should be followed, not broken.
- develop team respect for opponents and officials from both teams.

Parents and Spectators Code of Behaviour.

- encourage players and accept results without disappointment.
- never ridicule or yell at a player for making mistakes or losing the game.
- players are involved for their enjoyment, not for their parents or spectators.
- volunteers deserve your respect and consideration.
- eliminate verbal and physical abuse from all sporting activities.

Players Code of Behaviour.

- play by the rules.
- respect officials.
- abuse of opponents or officials is not allowed in any sport.
- treat all players the way you would like to be treated yourself.
- play for the “fun of it” and not just to please parents, spectators and coaches.
- respect the rights, dignity and worth of all players, coaches and officials.
- accept defeat with dignity and don’t seek excuses for defeat or blame the referee or anyone else.