

SURREY PARK NETBALL CLUB

COACH HANDBOOK

Thank you for taking on the role as Coach with Surrey Park Netball Club! We highly value the work of the volunteers at our club. Along with the committee and team managers of the club, your role is crucial to our players enjoying their netball.

This booklet complements the *General Information Handbook* in outlining the important aspects of your role. For further, more specific information, please find the General Information Handbook on the Surrey Park Netball Club website at <http://surreyparknetballclub.com.au/>.

It is important here to emphasise the environment we wish to create for all members. Netball should enable all members to:

- Learn and develop the skills and ethics of netball.
- Have fun and create friendships with peers that share a common sporting interest.
- Accept coaching from experienced netball players.
- Be supported and encouraged by the club, peers, coaches, team managers & Parents.
- Be guided by the club to reach their potential.

As a coach your main role is to support the club's ethos, plan and run your team's weekly training and game and work alongside the team manager as necessary. It is a very rewarding role.

Role of the coach

Season beginning

- Email all players to welcome them to the season and set any expectations as necessary. Your team manager (TM) will provide you with contact email addresses. The club is also happy to share examples of the sorts of messages you might send out.
- Visit both the WDNA (www.wdna.com.au/) and Surrey Park Netball Club (<http://surreyparknetballclub.com.au/>) websites so you can get a feel for the expectations of you in your role. Specifically, ensure you familiarise yourself with the WDNA Coach Code of Conduct.
- Negotiate a training time and day with the TM. You may need to canvas players and/or their parents for a suitable day and time. The venue will be determined by where most girls attend school. For advice on this please contact a committee member (see p.5)
- Your TM will maintain and provide the playing kit and first aid supplies, and will be the point of contact for uniform ordering and for grievances. The club has a written

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policy (see General Information Handbook) regarding the handling of grievances. Please note that it is not the role of players' parents, team manager or coach to deal directly with WDNA. Please contact a committee member should you have any queries about rules, policies, behaviour etc.

- Get to know your players early so you get a sense of their personalities, strengths and weaknesses and how you might plan for their development.
- The committee will provide a club polo shirt and jacket which should be returned to the club once you no longer hold the role of coach. You are welcome to order your own should you wish, however you will be required to finance this yourself.

During the season

- Discuss with TM the time you would like your players at the court to warm-up. Ensure that you are an appropriate role model by arriving prior to that time yourself.
- Keep thorough documentation of each game so that you have a record of your substitutions and court positions. In this way you can ensure that you are adopting fair practice in keeping with club policy. Junior sport is about ensuring equal court time for all players. Winning should be de-emphasised and personal and team improvement highlighted. Coaches of modified teams should not refer to scores. If the girls are interested in how they are faring, your feedback should be qualitative rather than being concerned with winning or losing. Two sample documents for game day record keeping are included on p.6. Please feel free to photocopy.
- Ensure that your team selection and rotations follow club policy. This is outlined on p.4.
- Attempt to instil fair play, sportsmanship and a love of the game at all costs. Your role includes modelling these behaviours so ensure that you do not question umpires' decisions. If you have concerns during a game, please follow WDNA protocol at all times.
- It is preferable to share the captaincy amongst your players, particularly at U/17 and below. Each girl then has responsibility for leading their team and signing the scoresheet. You might like to build in other responsibilities such as leading the warm-up.
- Each week you will be provided a voting slip (along with 2 parents). You are required to vote 3 for the best player on the day, 2, then 1. The club encourages the focus of these votes to be a reward for players who play at **their** best. These votes should not be awarded solely on being the most skilled player in the team. Pass this slip on to your TM who will compile these over the season. This should be kept confidential.
- The club participates in numerous fund-raising efforts and celebrations across a season or year. These include a sausage sizzle, Pink Day for Breast Cancer Network

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of Australia, Presentation Day and the Black and White Gala. It is great for the coaches to be involved but it is not expected that the coach work on the BBQ roster.

- Occasionally coaches and team managers will be invited to participate in committee meetings where issues of relevance to individual teams will be raised. These will particularly occur at selection time prior to a new season.

Season end

- The MVP votes will be tallied by the TM and the winner's name sent to you at the season end. You are required to also select a Coaches Award recipient and inform the committee of both of these immediately at season's end. The Coaches Award is at the Coach's discretion but is generally shared around from year to year to reward a player's commitment, effort, team mateship and good sportsmanship. Significant improvement might also be factored into this award.
- Provide the committee with a Season Report at the end of each season. This is a 100-300 word synopsis of the season and should be an inclusive and positive wrap-up of what occurred over the season, including finishing position, highlights, MVP and Coaches Award. Ensure that if you mention one player, you mention them all. You will be sent a template at the end of the season that will help guide you.
- You will also be asked to provide feedback on your individual team members in order for the selection process for the subsequent season to be as well informed as possible (End of Year Summary).
- Lastly, you will be emailed an Expression of Interest form (EOI) at the end of the season. Completing this EOI does not ensure you a coaching position for the following year. The committee will always endeavour to find the best fit for each team's needs.
- Remuneration differs from season to season, dependant on whether it is the short (Spring) or long season (Winter) and also upon whether you trained your team as well as coaching them on a Saturday. Payment **will only be made** to coaches once the Season Report, End of Year Summary and EOI have been returned to the club secretary.

Codes of Behaviour/Conduct

As a representative of Surrey Park Netball Club, it is expected that you will support the club ethos and encourage others to do so. Netball Victoria and WDNA publish Codes of Behaviour/Conduct relevant to players, coaches, umpires, administrators and parents/spectators. It is particularly important that these codes are adhered to and as a nominated representative of our club, it is anticipated that you will take necessary action in accordance with these codes. WDNA codes can be found at

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<http://www.wdna.com.au/?q=GeneralForms> and Netball Victoria's codes can be found at <http://netballvic.com.au/extra.asp?id=9591&OrgID=22&menu=24879>

It is worthwhile familiarising yourself with these codes so that you can act appropriately if required. The Netball Victoria Coaches Code of Conduct forms part of this booklet.

Official Training

There are many resources available to you as a coach in order to improve your familiarity with the role and develop your skills. The Australian Sports Commission offers various free online courses which can be found at

<https://learning.ausport.gov.au/jportal/Courses/tabid/62/Default.aspx>

The course recommended for coaches is the *Beginning Coaching General Principles* and takes approximately 6 hours to complete. Even an experienced coach can gain from attempting this course. At completion of the course you will be able to print a certificate of completion.

Beyond that, you may apply to the committee to be funded for participation in a Netball Foundation Coaching Course. Further information can be found at

<http://www.netballvic.com.au/extra.asp?id=10444&OrgID=22>.

Team selection and rotation policy

Surrey Park Netball Club committee do not take team selection lightly and always attempt to attain the best mix of girls in each team to ensure a balance of height and positional players, friendship and skill. WDNA's age policies also help to determine team selection and placement. Occasionally the decision will be made to play younger players up an age division. This decision will only be made in the best interests of the player and their team.

Team rotations should be planned by the coach to ensure that the team remains balanced but importantly should offer the players the opportunity to play in different positions. It is essential for players to understand every position on the court so that player absences or rotations won't affect overall team performance. Multi-skilling will also aid in increasing a team's depth. After all, a good defender also requires strong attacking skills and vice versa.

As the players progress to U/15, players tend to demonstrate preferences for specific positions although experience in all positions should still be encouraged. Many factors, including physical development, speed and height will sometimes dictate a player's positional preference, however it is hoped that the experience gained from earlier netball will enable players to fill any role on the court.

SPNC firmly support an equal court time policy. As selection is done to balance teams as best as possible, every girl has the right to equal time on the court, regardless of whether

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they are the strongest player in the team or not. Although winning is certainly enjoyable, this should not come at the detriment of a player's equal contribution to the team effort.

2014 Committee Members and Roles

To contact a specific committee member, please indicate in the subject line to who you wish your email to be directed. The committee email address is surreyparknc@gmail.com

President: Jacqui Peters

Vice President: Rowan Abbott

Secretary: Jane Thomas

Communication Secretary: Martine Klump

Treasurer: Kristin Ternes

Uniform: Renee Reid & Pam Flynn

Equipment: Robynne Smith

Player Representative: Johannah Griffin

General Committee: Andrew Toomey, Vanessa Lovell

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GAME DAY RECORD SHEET

Surrey Park Vs _____ Date _____

Absent _____

1st Quarter GS GA WA C WD GD GK Sub/s	2nd Quarter GS GA WA C WD GD GK Sub/s
3rd Quarter GS GA WA C WD GD GK Sub/s	4th Quarter GS GA WA C WD GD GK Sub/s

Result - Surrey Park _____ Opposition _____ Captain _____

Comments

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