

Hoppers Crossing Soccer Club Inc

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Practice Match Policy

Background

The Executive recognises that historically preseason games, friendlies and practice matches were organised by individual teams according to their needs. This created problems for the club with regard to facility use, canteen staffing, ground marking and match kickoff clashes.

Hoppers Crossing Soccer Club now requires that each season the coaches, managers and football director (if required) will form a committee of up to 5 members. This committee will handle all non league game fixtures in an effort to ensure that the facility is used to its fullest potential and that each team has an option to play on the allocated match day.

Aim

To maximise the number of games planned in advance, club / canteen staff organised for stock and attendance, this will also increase the money raised for the day via canteen proceeds.

Match Committee

1. The match committee will be responsible for organising and allocating practice matches throughout the Club. This includes the seniors and any other adult team.
2. Unless the match committee approves a fixture the Club will not provide a facility for the game taking place. This game will not be sanctioned by the club and any issues arising from the match will be at the responsibility of the team coach. Formal FFV notification is required for any preseason matches.
3. The committee must keep a diary (whether actual or on computer) of contacts with opposition clubs. This should include names, phone numbers and email addresses for future reference.

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4. The committee should have one person allocated as the primary contact for teams. This role may be a permanent person or may be rotated. Coaches should know at any given time though who they have to contact in order to arrange a non-league match.
5. The use of email and mobile phones is encouraged in order to make communication and decision making quick and easy.
6. Match committee is to forward plan games, the aim is to be at least one week in advance.
7. Any games organised less than one week in advance will be deemed as non-club fixtures unless this game is the direct replacement for an organised one at the same time and venue.
8. The match committee will be responsible for notifying the Executive of pending games so that the facility can be readied and canteen staff made available.
9. The Executive will advise a date in the lead up to the season when the grounds will be marked and available. No games will take place at the Club venue prior to this date.
10. The organising of individual away games in order to circumvent the Match Committee is not allowed.
11. The Committee should ensure that as many teams from the club are involved in practice matches in a manner that is fair and equitable.
12. The booking process for the artificial ground MUST be adhered to and the correct process followed. The club is not responsible for any charges brought by the Wyndham council when the club has not sanctioned any games.

Anticipated Use - Example

A junior coach receives a phone call from his counterpart at Werribee asking for a practice match. The HCSC coach takes contact details of the Werribee coach and / or their club coordinator. This information is passed onto the Match Committee contact.

The match committee then liaises with Werribee and ascertains what team they have available to play on the proposed date. Other match committee members liaise with HCSC coaches and determine who wants to play Werribee. Once the maximum number of teams has been matched all parties are notified. The Executive are notified and the venue will be allocated for the proposed day.

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Should HCSC have more teams that Werribee wanting games, then the match committee should attempt to fill vacancies for the date with other clubs.

Senior Use

The senior coach is also expected to notify the match committee of any anticipated pre season games. No games sanctioned until the process is followed. The Match Committee will ensure that this time is allocated to the senior team and may contact the opposition club to invite junior teams to play prior to or after the senior game.

Other

This policy is written as a guide to the organising of practice matches at Hoppers Crossing Soccer Club. If members, players, coaches or any person disagree with any aspect of this policy then this matter should be raised, in writing, with the Executive of HCSC so that the matter can be heard and determined in a fair and reasonable manner.

Policy checked and updated: Signed



1/1/2011