

Teddington Athletic Football Club

Approach to Team Management

2016/17 Season

At TAFC, we encourage each squad to be managed by one (or more than one) parent or other adult associated with the club, and to carry out this team management function on a voluntary basis.

This undertaking is quite a responsibility and is not to be undertaken lightly.

Whilst we recognise that all team managers will want to bring their own ideas and perspective to running their squad, we are keen to ensure that any individual approach to team management nevertheless conforms with certain key principles of our club and that all managers acknowledge the full set of additional responsibilities that go with this position.

Club Principles:

- Observing and operating within club guidelines as set out in our Club Constitution and Rules, Safeguarding Children and Equality Policies (available on the TAFC website)
- Conforming with FA Respect Codes of Conduct, as they apply to parents, coaches and match officials (also available on the TAFC website)
- Being CRB checked as a minimum and ideally, gaining an FA Level 1 coaching qualification.
- To promote a supportive environment to players that allows fun and growth, fair play and team spirit

In addition, the TAFC operating model strongly promotes the following:

- At U6-U10 level players will join the club strictly on the basis of their position on the waiting list.
- For all teams over U10, the waiting list will be the starting point for any new recruits, though selection from the list, and from elsewhere, will be at the discretion of the team manager although both attitude and team-fit should be considered as well as ability.
- Squads should have a minimum size of 3 more than the relevant football format for the age group, so e.g. minimum squad size 10 for a 7v7 team.
- Players should take it in turns to be rested from match days, in such a way that all squad players are generally treated equally over the course of the season.
- At U8 and U9, players will not specialize in certain positions, but will have the opportunity to play in all positions during the season.
- At U8 and U9, all players who attend a match will receive roughly equal pitch time on the day, remember that participation is more important than the result.
- At U10, U11 & U12, all players who attend a match will play at least half the game.
- For their part, all players will be expected to attend and show the correct attitude at training; failure to do so may impact their entitlements as specified above.
- From U13, onward, these principals may be varied by agreement between the manager, team and parents.

Communication is key. Managers should maintain regular contact with parents and the TAFC coaching staff and committee and explain their approach to match day squad rotation, team selection and tactics, so as to minimize parental surprise and disappointment during the season.

Outside of these principles, managers may run their teams as they see fit. However, any variations to the above must be agreed with a member of the club committee prior to implementation.

Ideal squad sizes

U6 = 10 total in common training squad

U7 = 20 total in common training squad

U8 = 8-10 (5 a side)

U9-U10= 10-13 (7 a side)

U11-U12 = 13-15 (9 a side)

U13-U18 = 15-18 (11 a side)

The club aims to strike a balance between match time and inclusion for players in the local community based on a finite training and pitch capacities.

Additional Management Responsibilities

In addition, the duties of the Manager or his/her delegate, include:

- Obtain, read and abide by the handbook of the appropriate league for which the team is registered, and be prepared to pay or collect fines if they or a member of their squad are guilty of not conforming to said rules.
- Registering players with the relevant league in good time before the start of the season.
- Organising a referee for each home game and paying them on the day (then claiming back from the club thereafter)
- Liaising with opposition managers re forthcoming match details (venue, directions, ko time, strip, referee if known).
- Be aware of the implications of the club Matchday Operations Manual and have a copy available at all matches
- Be aware of the club Club Child welfare Officers and how and when they should be contacted
- Understand when and how to claim expenses and what constitutes an acceptable expense
- Ensure that all members of the team have paid their annual subs – work with the club membership secretary to chase up any outstanding
- Work with the club kit and equipment secretaries to ensure that items are ordered and work with individual parents to ensure that monies are paid.
- Collecting and returning keys for opening and closing club facilities in accordance with relevant instructions.
- Completing match cards and submitting results in accordance with relevant league rules
- Liaising with Catering manager re kitchen duties at TCC.
- Attendance at TAFC Committee meetings and League management meetings
- Maintain a fully equipped first aid kit

First Aid Kit Specifications (or similar)

- 1 x Medium unmedicated dressing.
- 1 x Large unmedicated dressing.
- 2 x Triangular Bandage.
- 1 x Eye Pad with Bandage.
- 2 x Crepe Bandage 5cm x 4.5m.
- 1 x Microporous Tape 2.5cm.
- 6 x Safety pins (assortment).
- 2 x Instant Cold Packs.
- 2 x Eye Wash pod 20ml.
- 2 x Clinical Waste Bag, Self Seal.
- 1 x Silver Foil Survival Blanket.
- 10 x Antiseptic wipes.
- 2 x Latex Gloves Non-Sterile (pair).
- 20 x Washproof Plasters.
- 1 x Scissors (pair).
- 1 x Low Adherent Dressing 5cm x 5cm.
- 1 x Low Adherent Dressing 10cm x 10cm

Matthew Morey - Club Secretary

Teddington Athletic FC

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