



REPRESENTATIVE COACHES ROLE
AND
RESPONSIBILITIES

Updated March 2014

TEAM COACHES ROLE

All Hockey Albury-Wodonga representative teams are supported by a Coach. Junior team's Coaches are required to complete a Working With Children form for both NSW and VIC and abide by Hockey Australia's Code of Conduct, which is on Representative website under coaches/managers section.

The Coach's code of behaviour is a positive document for all Coaches. It affirms a Coach's support for the concepts of responsibility, trust, competence, respect, safety, honesty, professionalism, equity and sportsmanship. The code also provides a reference point for clubs, parents and players to expect that a Coach will demonstrate appropriate standards of behaviour. Please ensure you sign this document and hand to Rep Committee member.

Coaches guidelines:

- Operate within the rules and spirit of your sport, promoting fair play over winning at any cost.
- Encourage and support opportunities for people to learn appropriate behaviours and skills.
- Support opportunities for participation in all aspects of the sport.
- Treat each person as an individual.
- Display control and courtesy to all involved with the sport.
- Respect the rights and worth of every person regardless of their gender, ability, cultural background or religion.
- Respect the decisions of officials, coaches and administrators in the conduct of the sport.
- Wherever practical, avoid unaccompanied and unobserved one-on one activity (when in a supervisory capacity or where a power imbalance will exist) with people under the age of 18 years.
- Any physical contact with a person should be appropriate to the situation and necessary for the person's skill development.
- Adopt appropriate and responsible behaviour in all interactions.
- Act with integrity and objectivity, and accept responsibility for your decisions and actions.
- Ensure your decisions and actions contribute to a safe environment.
- Ensure your decisions and actions contribute to a harassment free environment.
- Do not tolerate harmful or abusive behaviours.
- Place the safety and welfare of the players above all else.
- Help each person (athlete, official etc) reach their potential – respect the talent, developmental stage and goals of each person and compliment and encourage with positive and supportive feedback.
- Be honest and do not allow your qualifications to be misrepresented.

Pre trip –

- Work out training dates and times with Manager and ensure that parents are fully informed.
- Work with the Manager to ensure that administrative requirements are met and information regarding your team is available for publishing on the web.
- **Remember** – your selections need to go through the Rep committee prior to being released on website (this is to ensure players are financial or there is no outstanding issues in regards to a player not being able to participate)
- Ensure that you work through the Code of Conduct with all players so that it is fully understood.
- Attend and conduct structured training with the aid of assistant coaches where provided.
- Attend any Representative meetings or relevant other meetings relevant to your team both pre and post the tournament.
- Conduct any team meetings on game strategies
- Inform the assistant coach in team decisions and coaching strategies to assist in their development.

Trip Away –

- Coaches are required to stay with the team at the nominated accommodation to assist the Manager in providing adequate supervision and ensuring the safety of players.
- Ensure that the competition draw has been received to aid with the planning of game strategies.
- Select, with the aid of the assistant coach, where applicable, the team for each game.
- Provide constructive feedback to the team and individuals after each game.
- Ensure the team and its players are continually preparing for each game in a safe and professional manner.
- Ensure that all players wear the compulsory safety equipment for training, warm ups and during the game (mouthguard, shin pads)
- Confirm that the team and its players observe the Code of Conduct of Hockey Australia.
- Assist Managers wherever possible with the safety and wellbeing of the players

Accident, Injury and Illness

A number of players may have medical conditions which the Team Manager will be aware of in the case of an incident e.g. Asthma Medication/Asthma management, Allergies etc. The coach will need to be aware of these conditions and should check with the manager.

Shin guards and mouthguards are compulsory for ALL junior players under 18 yrs of age these must be worn at all training and games. Players will not be allowed to take the field under any circumstances as they will not be covered by insurance should an injury occur.

The Team Manager will also hold player emergency contact numbers and will clarify with parents over any medical or other condition that may require action by team management.

Disciplinary matters

The Team Coach, Team Manager and Trip Coordinator reserve the right to investigate and discipline players according to the Hockey Australia Code of Conduct. The Coach and Manager in consultation with the Trip Coordinator and the parents may also determine other appropriate action. An incident report needs to be completed and sent to Rep Committee upon return from trip or earlier if deemed necessary

Travel with other persons

Players wishing to travel with persons other than their parents or leave the Hockey venue must have authority from their parents. Coaches must check with Managers before giving permission for this to occur.

Support for the Team Manager

It is the Coaches role to support the Team Manager in their duties to ensure the safety and wellbeing of the players

List of documents to be familiar with on HAW Rep website under coaches and managers and forms

- a. Hockey Australia Code of Conduct
- b. Working with Children WEB link NSW & VIC
- c. Representative equipment loan procedures.
- d. Team Uniform Order Form
- e. Players/ officials Code of Conduct
- f. Incident report form

