

Coach & Manager Responsibilities

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Policy Owner	Club President
Approved By	[Pending Committee Approval]
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Next Review	[12 months from approval date]

1. Purpose

This policy defines the responsibilities and expectations of coaches, assistant coaches, and team managers at Belconnen Ramblers Basketball Club. It provides clarity on roles and ensures consistent standards across all teams.

2. Scope

This policy applies to all coaches, assistant coaches, and team managers in both junior and senior programs.

3. General Obligations

All coaches and team managers must:

- Hold a current Working with Vulnerable People (WWVP) registration before working with junior players
- Comply with all club policies, particularly POL-002 (Code of Conduct) and POL-003 (Child Safety & Member Protection)
- Comply with all Basketball ACT rules, by-laws, and accreditation requirements
- Act in the best interests of players and the club at all times
- Treat all players, officials, referees, and opponents with respect
- Maintain confidentiality regarding player and family information

4. Coach Responsibilities

4.1 Before the Season

- Attend the pre-season coach and manager briefing
- Confirm your coaching accreditation is current (Basketball ACT requirements apply)
- Familiarise yourself with all players, their skill levels, and any relevant medical or welfare information

- Organise regular training sessions in consultation with the Junior/Senior Delegates

4.2 During the Season

- Attend all scheduled games and training sessions, or arrange a qualified substitute if unavailable
- Prepare and deliver age-appropriate training sessions focused on skill development and enjoyment
- Manage player rotation fairly and in line with Basketball ACT rules on playing time
- Manage team behaviour on and off the court in accordance with the Code of Conduct
- Check player uniforms before each game and communicate any uniform issues
- Submit any required game results or reports as requested by the club

4.3 Player Development

- Focus on skill development and enjoyment, not just results
- Provide constructive and positive feedback to players
- Identify and communicate development opportunities to the Junior/Senior Delegates
- Respect the decisions of referees and officials, and model this behaviour for players

4.4 Player Welfare

- Be aware of signs of physical or emotional distress in players and respond appropriately
- Report any child safety concerns immediately in accordance with POL-003
- Do not use physical punishment or unreasonable physical force in any circumstances
- Maintain appropriate boundaries with players

5. Team Manager Responsibilities

5.1 Administration

- Maintain current contact details for all players and families
- Communicate game times, venues, and any changes to families in a timely manner
- Manage the team bench area and ensure good behaviour from players and spectators
- Coordinate duty roster arrangements as required by Basketball ACT

5.2 Game Day

- Confirm team eligibility and check PlayHQ game day requirements
- Check player uniforms before the game and advise the coach of any issues
- Liaise with the opposing team manager regarding any pre-game issues
- Assist with the score table where required

5.3 Loan Uniforms

- Contact the Uniform Coordinator before game day if a player requires a loan uniform
- Manage the collection and return of loan uniforms in accordance with POL-020

5.4 Communication

- Maintain respectful, professional communication with all families
- Direct player and parent concerns to the relevant Delegate or Club President as appropriate
- Facilitate positive team culture and a welcoming environment for new players

6. Borrowing Players

Coaches are responsible for ensuring compliance with Basketball ACT rules on borrowing players. All borrowed players must be registered with Basketball ACT and approved by the Junior/Senior Delegate.

7. Support and Training

The club will provide:

- A pre-season briefing pack with key information, contacts, and resources
- Access to Junior/Senior Delegates for guidance and support
- Support to obtain or renew Basketball ACT coaching accreditation

8. Acknowledgement

All coaches and team managers are required to sign the club's Coach and Manager Agreement at the start of each season, confirming they have read and understood this policy and their obligations.

9. Contacts

Contact	Email
Junior Delegates	juniors@ramblers.net.au
Club President	president@ramblers.net.au
Club Secretary	secretary@ramblers.net.au