



Junior Cricket Manual for Coaches and Team Managers (Community Cricket)

About Claremont-Nedlands Cricket Club

Claremont-Nedlands Cricket Club (**CNCC**) is one of the largest junior cricket clubs in Perth, located in the western suburbs. We have around 500 boys and girls, from 5 year olds to 17 year olds, registered for the 2020-21 season playing in our local Blasters, Community, and Premier (District) cricket competitions. More information is available on the CNCC website: cncc.org.au

The Club thrives through the volunteer efforts of parents in coaching and managing the various teams and also in working on our Junior Committee. *Thank you for volunteering to assist the club this season by coaching or managing one of our Community cricket teams!*

CNCC's philosophy for Community cricket is to focus on developing the children's cricket skills and love for this challenging game, making sure everyone gets a fair go and can really enjoy their cricket no matter what level you are.

Please ensure you or a representative from your team attends the Coaches and Managers information session at the Cresswell Park clubhouse on Tuesday 13 October 2020 from 6-7pm. At this session you will be provided with match balls, scorebooks, team uniforms and vital information for the upcoming season which starts on 17-18 October.

This manual covers the following topics:

- 1. Information for coaches**
- 2. Information for team managers**
- 3. Match fixtures**
- 4. Rules, Scoring and Entering results**
- 5. Equipment**
- 6. Uniforms**
- 7. Skills Coaching**
- 8. Junior Windup**
- 9. Injuries**
- 10. Complaints**

Please review the club policies before the start of the season – including Codes of Behaviour on the Juniors section of the CNCC website: <https://cncc.org.au/juniors/>.

Importantly, before the season starts please familiarise yourself with Australian Cricket's Looking After our Kids Code of Behaviour for Affiliated Associations and Clubs which is located here:

<https://www.cricketaustralia.com.au/about/safeguarding/safeguarding-kids>

During the season if you have any cricket operations queries please contact your Age Group Coordinator (whose details can be found at cncc.org.au/contact), and for registration issues please contact our Junior Registrar, Nicole Kerr: jnrregistrar@claremontnedlandsc.com.au

1. INFORMATION FOR COACHES

- A Coach is a director of people who are striving for a goal. He or she must not drive them relentlessly, but instead guide them towards the goal. The Coach should be available to train the children in all aspects of the game and be present during the game.
- The Coach coordinates the team and liaises with parents and the Team Manager to advise training schedules.
- The Coach runs the team. He or she is responsible for the preparation and control of the players during the matches. However, from under 14s upwards, a captain should be appointed to run the team when fielding. The batting and bowling orders remain the coach's responsibility.
- Before the start of the season, Coaches should read the rules for Community cricket that will apply to the team's age group (in particular the format of each game, the need to rotate batting and bowling orders each week, and ensure full participation by each player). The Coach should explain these rules to the players at the first training session. The rules can be found at the CJCC website here: <http://cjcc.wa.cricket.com.au/>

Click on the "competition" tab at the top of the CJCC webpage, and then click on "Individual Age Group Rules" in the dropdown, and then click on the relevant age group rules for boys (under "Boys and Mixed Cricket Rules - All Ages") or girls (under "Perth Scorchers Girls League Rules - All Ages").

- The Club **requires** our coaches to obtain a Cricket Australia Level 1 coaching qualification to improve the level of coaching being offered to our junior cricketers, and to make training sessions more fun.
- The Western Australian Cricket Association (WACA) runs the 3 hour Community Coaching Course (Level 1) free of charge. For timings and to register, see the link below or contact Niki Andonovski at the WACA: niki.andonovski@waca.com.au. Upcoming Level 1 coaching courses for you to attend in the Western Suburbs are:
 - Date: Wednesday 23 September 2020
Time: 6-9pm
Venue: Cresswell Park, Swanbourne (CNCC's home ground)
 - Date: Sunday 1 November 2020
Time: 9am-12pm
Venue: Pat Goodridge Reserve, Wembley

Register here: www.community.cricket.com.au/coach/courses/course-listing

- The Club is keen to ensure all our juniors receive better coaching and one aspect of this is to ensure our coaches have the requisite skills. CNCC's Head Coach (Jim Allenby) and our Junior District Coordinator (Brett Whiteaker) are available to provide skills training and assistance for all our Community cricket coaches. Contact them at:

Jim: headcoach@claremontnedlandsc.com.au

Brett: districtcoordinator@claremontnedlandsc.com.au

- For more information, or to receive monthly Coaching newsletters and tips from Cricket Australia, please register your details at <https://www.community.cricket.com.au/coach> and follow the prompts. The apps "CA Coach" and "CA Junior Cricket" are available for free downloading and also provide very useful information and tips for team coaches.

2. INFORMATION FOR TEAM MANAGERS

- The Team Manager assists the coach with team administration. The Club requires that all Team Managers also become familiar with all the aspects required to conduct a game of cricket and the rules that apply to your age group's team. You should encourage the team parents to also become familiar with the age group rules. As noted above, the individual age group rules for Community cricket can be found at the CJCC website here: <http://cjcc.wa.cricket.com.au/>

- Team Managers should also familiarise themselves with the various policies prescribed by the cricket association:

<http://cjcc.wa.cricket.com.au/files/16158/files/Policies%20and%20Procedures/cjcc%20policies%20and%20procedures.pdf>

- It's very important that managers get to know all parents involved with the team before the start of the season, so that all participants feel welcome and comfortable with each other.
- The Team Manager is also responsible for communication between the team and the Club. Generally, the club communicates to the teams via the Age Group Coordinators (AGCs) who will convey information during the season by email to Team Managers who are required to relay this on to the parents of their team members.
- Training - it is the Team Manager's responsibility to inform parents of the place and time that weekly training will start and finish. It is the parents' responsibility to collect their child on time or make arrangements for another parent to do so. In the unforeseeable event of a parent being unable to get there on time, parents need to contact either the coach, the Team Manager or another parent if they are not going to be able to collect their child on time and make arrangements for supervision of their child. Please ensure parents have the Team Manager's and the coach's mobile number to contact them.
- Once the fixtures are released and communicated by your AGC the week before the season starts, check the fixtures each week on your MyCricket App (see below) so you know where your team is playing on the weekend.
- Advise parents when and where each week's games are being played and encourage them to also check fixtures every Friday on their MyCricket App, because occasionally fixtures can change.
- Managers are strongly encouraged to make use of one of the many good team management apps available on tablets and smartphones. Teamstuff is a recommended app for ease of use and is very good in terms of distributing match information such as:
 - umpiring duties (check with the Coach first, as usually the Coach will be the umpire);
 - scoring the game (see below);
 - getting the ground ready for play if you are the "home team", this includes setting up the field (boundary markers, stumps, etc), sweeping the pitch (if required) and inspecting the field for dangerous items (eg. dog poo, glass, etc); and
 - in previous years, team parents would also take turns bringing morning tea to the cricket game each week. Unfortunately this is no longer permitted due to the new COVID-19 policy, as players are not allowed to share food or drinks.
- At Games - bring 1 new match ball (new balls are supplied by CNCC to the teams at the start of the season), scorebook (for scoring the game when your team is the "away" team), an Ipad or other device that can be used for scoring using the MyCricket Live Score (when your team is the "home" team), and the team kit bag. . The first mentioned team listed on the fixtures is always the "home" team.

3. MATCH FIXTURES

- The Community cricket association (CJCC) sets the match fixture schedules and they are released the week before the season commences - that is, fixtures should be released on or around 9 October 2020 (a week before the season starting on 17-18 October 2020).
- Fixtures are listed by age group on the MyCricket app, which is available for free download. The fixtures will show when and where your team is playing, and the start time (usually, but not always, 8am). Under 10s, Under 11s, Under 15s, and Under 16-17s boys play matches on a Sunday morning. Under 11s girls, Under 12s boys, Under 13s boys and girls, and Under 14s boys play matches on a Saturday morning.

- Encourage all team parents to download the MyCricket app, click on the "Add Club" button, and then add "Claremont Nedlands Junior". This will then provide access to the fixtures for the season, by age group. Any changes made to the fixtures by the cricket association will be updated on the MyCricket App. This way, parents will always be able to find out when and where the team is playing on any particular date.
- A normal Community cricket season commences in mid-October and continues until the middle of December, then takes the summer school holidays break. The season recommences on the first weekend after Australia Day and concludes in early March, with finals (for Under 13s and above) continuing until the end of March.
- Key dates for season 2020-21 (subject to the fixtures saying otherwise in MyCricket):
 - 20 September 2020 - collect team kit bags from Cresswell (2-4pm)
 - 13 October - Coaches and Managers information session at Cresswell (6-7pm)
 - 17-18 October - first round of fixtures (season starts)
 - 12-13 December - last round before Christmas break
 - 30-31 January 2021 - season resumes
 - 13-14 March - final round
 - 20-21 March - Semi-finals (Under 13s and above)
 - 27-28 March - Grand Finals (Under 13s and above)
- Please ensure your players are at the game half an hour before the scheduled start of play and are ready to commence play on time.
- If the weather is threatening (eg raining or extreme heat), the normal process is you need to turn up to the ground before the start of play and the coaches of both teams will decide whether or not it is suitable to play - sides have lost points for not turning up. More information about this is in the age group rules.
- On one occasion last season, the cricket association cancelled all matches due to excessive heat. There is no cricket association policy as yet on how hot the temperature must get to before a match is cancelled. Any cancellation for this reason will usually be communicated to you by email by the AGCs and/or CNCC and/or the cricket association.

4. RULES, SCORING AND ENTERING RESULTS INTO MYCRICKET

- Team Managers or a delegate are responsible for entering the team's scores and team results on MyCricket by the Monday following the game.
- **Login** – you will receive a welcome email and login from the CNCC MyCricket Administrator (Jack Bryant).
 - Login at mycricketadmin.cricket.com.au
 - Choose the Teams tab at the top RHS
 - Go to Teams-Team/Squad Setup
 - Select 2020/2021 season
 - Scroll Down and find your team
 - Click Edit under the Squad Column
 - Using the team list that was emailed to you, find your players in the list on the LHS.
 - Click on the player, then click add. Keep scrolling down until you have the whole list. **Press Save.**
 - **If you can't find one of your players**, it means they are not registered to the competition yet so please contact the Junior Registrar, Nicole Kerr on jnrregistrar@claremontnedlandsc.com.au to assist.
 - Click Back to Person Filter Management at the top LHS. In the Squad column, the size of your team should match your team size.
- **Before each match** –
 - Login and choose the Teams tab at the top RHS
 - Go to Matches-Select Team
 - Select the players in their batting order for that week. Use the Move Up/Move Down buttons to change the batting order.

- Select the Captain, Wicket keepers Subs (if needed), coach & manager and hit Update. To select the captain & Wicketkeeper click the players name in the player list and then click Set near the player options.
 - Click View Selected Teams to see both teams' players.
 - Remember to take a team list to the game to hand to the opposition coach.
- **For Home Games** – the scorer must enter the score directly into the MyCricket Live Score and this should be done sitting beside the scorer from the opposition team who will simultaneously enter the score into a hard copy scorebook. Note you can load the game at home on Wifi and then score offline at the game and then upload scores once you have access to Wifi at home. It is very important that your scorer for each Home Game knows how to score using the MyCricket Live Score. You should also strongly encourage the parents in your team to do the 15 minute online tutorial on how to use the MyCricket Live Score which is available at: <https://www.youtube.com/watch?v=a8Z10u0T8hl>
 - **For Away Games** – the scorer must enter the scores in the team's hard copy scorebook. This is used as a back-up in case the MyCricket Live Score doesn't work. Your team's hard copy scorebook should be kept in the team kit bag. An online tutorial for paper based scoring is available at: <https://www.youtube.com/watch?v=CYEolbjx9Z4>
 - **After each game – Under 12s and up**
 - If you are the Home team, you need to enter the match results. Go to Matches-Enter Match Results. Click on Help on this Topic on the top RHS corner for a step-by-step guide.
 - If you are the Away team, you need to confirm the match result once the Home team has entered it: Matches-Confirm Match Result.
 - If you disagree with the match result, you need to contact your opposition. At the bottom of the Confirm Match result page is a contact list with clickable links. This will either link to the coach/manager who entered the scores, or the club registrar.
 - Once results are entered & confirmed, you can enter player scores: Matches-Enter Player Scores.
 - **To email your team** - Go to Communications-Email and then either choose Email Players in a particular team. Again, the Help on this topic button at the top RHS has step by step guidelines.
 - An overview of all of this will be provided at the Coaches and Managers Information Session (see below).
 - You should also find out before the season starts which of the parents in your team have previously scored a cricket game using MyCricket Live Score or using a hard copy scorebook. This will assist you in establishing your "scoring roster" for each week.

5. EQUIPMENT

- Match balls and practice balls are to be collected at the Managers/Coaches information session at 6pm on Tuesday 13 October 2020 at the CNCC clubhouse at Cresswell Park, Swanbourne.
- CNCC provides team kit bags containing stumps, bails, boundary cones, and some playing equipment. Team kit bags are to be collected from your AGC on **Sunday 20 September 2020** between 2-4pm at Cresswell Park. Coaches and team managers are also responsible for the return of the kit bag to the Club at the end of the season.
- Used match balls can be added to your kit for practice balls. Please return balls in reasonable condition at the end of the season with your cricket kit as this ensures we have practice balls available to hand out at the commencement of the next season. Please do not give away used balls as this just means we will be short of practice balls next season.
- All junior players **are required** to wear a helmet and a protector when batting and it is the coach's responsibility to ensure this. Please check your age group rules regarding wicketkeepers having to wear helmets. For boys playing Under 12s and above, helmets must be compliant with the British Standard for helmet safety (BS7928:2013 Specification for head protectors for cricketers). For boys Under 10s and Under 11s, and girls Under 11s and Under 13s, helmets do not need to comply with that standard for the 2020-21 cricket season because those age groups play with a softer ball.

- The Club invests a significant amount in providing a cricket kit for each team. It is requested that each Coach and Team Manager takes due care of the gear and ensures that all items are accounted for after use each week and returned to the Club at the end of the season. If any gear is in need of repair or replacement, contact your AGC as soon as possible.
- The new COVID-19 policy as applied by CNCC means that players can no longer share helmets, gloves, pads, bats, or other playing equipment. Players must now provide their own playing equipment. Club sponsor the Revo Cricket Shop at Shenton Park offers CNCC players a 10% discount on equipment purchases. In addition, Revo is offering CNCC players a special **15% discount** on **Sunday 20th September** and **Sunday 11th October** at the Revo Cricket Shop located upstairs at the Revo Sports Centre at 37 Lemnos Street, Shenton Park. Sunday shop opening hours are 10am to 4pm. Parents and players are encouraged to take advantage of this special offer. Thanks to Laurie Holder at Revo Cricket Shop for their ongoing support of CNCC.
- Playing equipment which is in the team kit bag must be removed at the start of the season and kept at the Team Manager's or Coach's house, before being returned with the team kit bag to CNCC at the end of the season.
- If a player cannot afford to buy his or her own playing equipment, the Team Manager/Coach can (after approval is obtained from the AGC) lend playing equipment from the team kit bag to that player for the duration of the season.
- Players should bring and use their own alcohol-based hand sanitizer to training and games.

6. UNIFORMS

- Players are expected to be correctly dressed on the playing field. The CNCC "playing uniform" consists of:
 - CNCC white Playing Shirt (provided by the club)
 - White long pants
 - Shoes and Socks
 - Cap or Hat (ordered from the club)
 - Sunscreen
- Playing shirts (included in registration fee) and hats (that were ordered as an additional item at registration time) will be handed out at the Coaches and Managers information session on Tuesday 13 October.
- Players are to bring their own food, drink bottle and any other gear they have to training and matches.

7. SKILLS COACHING

- Please check your emails, the CNCC website, and the CNCC FaceBook page for notice of any clinics that may be available. There may be a number of these during the season, but they are at the discretion of the club and the WACA, so early notice is not always possible.

8. JUNIOR WIND-UP

- At the end of the season a junior wind-up is usually held at Cresswell Park in late March after all finals. This is an important way to mark the end of the season and celebrate with the club.
- Team Managers will be advised via email of the exact date and times.
- Each player in U10s to U12s will receive a participation certificate/medal/photo provided by the club.
- Club trophies are presented for U13s and above age groups in the following categories:
 - Batting (most runs in the season for the age group)
 - Bowling (most wickets in the season for the age group)
 - Best all-rounder in the age group

9. INJURIES / INSURANCE

- Players are insured against personal injury incurred during CNCC cricket activities under CNCC's insurance policy with JLT/Marsh. For details of what's covered and to make a claim, see: <https://sport.marshadvantage.com.au/cricket/club/cover-summary>

10. COMPLAINTS

- Should any problems arise during a game, the team coach should try to sort it out with the other team coach at the time applying common sense, good manners, and always keeping in mind that it is a junior cricket *game* and not a world cup final. If the problem cannot be resolved amicably, please contact Simon Taskunas, Juniors President, at jnrpresident@claremontnedlandscc.com.au

Thank you for volunteering to assist our children to learn and enjoy playing the game of cricket with their friends.