

Brisbane Kings Inline Hockey Club



COACHES POLICIES AND PROCEDURES

The objective of our club coaches is to provide a fun, safe and fair environment in which children can enjoy the many benefits of playing inline hockey.

Our club is very fortunate to have coaches who are committed to making their time available to develop our junior players - the contribution from our coaches to Brisbane Kings Inline Hockey Club (BKILHC) is vital to the players enjoyment of inline hockey and their development in the sport.

Roles

Coaches will be appointed to particular roles and to specific teams and age divisions for junior competition. Coaches may be requested to assist other teams or age divisions as required.

Coaches are not permitted to hold a position on the BKILHC Management Committee (but may perform a role on a sub-committee). This is to avoid any conflict of interest, as the Management Committee is responsible to appointing and determining remuneration of coaches and addressing any issues raised in relation to coaching, including potential cessation of coaching appointments.

Coaches are to make themselves familiar with the BKILHC Policies and Procedures, particularly around arrangements for players and parents etc at training and games. All coaches aged 18 or over are to hold an up-to-date blue card.

Working with the Code of Conduct

BKILHC has a Code of Conduct to encourage positive and discourage negative behaviour in our players. Coaches are to make themselves familiar with the Players Code of Conduct. This policy gives coaches and managers the ability to discipline players that breach the Code of Conduct in a consistent manner. Responsibility for the management of the Code of Conduct rests with coaches, managers and the BKILHC management committee. As part of your role as a coach, you will have the authority and the backing of the club to enforce the Code of Conduct in your team.

The Codes of Conduct, including discipline procedure for the Players Code of Conduct is included in the resources below for your reference. This is to be enacted with common sense and emotional intelligence.

Appointment and Remuneration

Coaches are appointed annually at the beginning of the calendar year via an invitation of Expression of Interest (EOI). In submitting an EOI please address:

1. Preferred area of interest eg:
 - a. Junior league team coach (e.g. U9, U11, U13 or U16) - Monday evening training and Sunday morning games
 - b. Junior league team specialist coach (eg goalie) - Monday evening training
 - c. Come and Try and Learn to Play coach - Saturday lunchtimes
 - d. "One-off" specialist coach (eg skating, inter-club womens or goalie training) - specific sessions at other times to above
2. Qualifications
3. Experience
4. Comments, including in relation to club approach to training, games and Code of Conduct.

Coaches will be paid on an hourly basis at a rate to be agreed at the beginning of the calendar year and anticipated hours per week will be determined at the commencement of the season.

Coaches are to sign any attendance records provided and submit a record of hours undertaken monthly for payment, indicating date and time and nature of hours.

Games (junior competitive)

1. **Club objectives** In participating in the South-east Queensland junior league competition, the objectives of BKILHC are to enable and **maximise the involvement of all players**, of varying skill levels and experience, who are considered sufficiently proficient to participate as competitive inline hockey members of Skate Australia Inc. At club level, player participation is 'a right', not 'a privilege' in the same way as when selected for State or National teams - take this into account in managing lines.
2. The approach to game planning and player arrangements will be agreed at the beginning of the season with the Management Committee, and the proposed approach articulated to parents. For example with the scenario of one larger team per division, younger players will not (or are very unlikely to) have the opportunity to "play up" and the focus will be on maximising equal time for team players. With the scenario of two smaller teams per division, the exact arrangements will be agreed on a season-by-season basis, however the general objective is to maximise player time in their own age division, for example, limit teams to 8 players. The number of players required for playing up will also balance maximising opportunity to further develop skills and ensuring sufficient eligible players to meet any sanction requirements at playoffs and finals (managers will advise coaches of status of players in relation to meeting any sanction requirements).
3. In participating in the Queensland State Titles competition, the objectives of BKILHC are to enable all nominated players to receive sufficient rink time in their own division to maximise their potential for consideration for selection.
4. **Game planning** As a coach, it's your responsibility to have a game plan of some sort. What do you want the team to accomplish this game? Which players need to contribute in which way, etc.
5. **Pre game** Arrive at games 15 minutes before the start time – be there with your players so you can prepare together for the game. If circumstances prevent this (if you are running late / absent), advise your team manager and a member of the BKILHC Management Committee, to enable sufficient time to make alternate arrangements.
6. Address your team for 2-3 minutes and outline the 2-3 things you'd like them to work on during the game. Ensure the players understand the warm up drill before entering the rink and protocols for shooting on the goalie during warm up. End your warm up at least one minute before puck drop to assign positions and announce starting line up.
7. **During the game** You are the leader of your team during games. Be aware of what's happening on the rink and on your bench. Maintain an ongoing dialogue with all the players so that the players know how they're doing. Following the 3-1 ratio that many coaching programs endorse, try to notice and mention 3 positive things each player has done during the last 2 or 3 shifts. Next pick 1 area the where the player could do better and provide some encouragement and guidance in this area.
8. **At half time** Check in with your goalie. Remind your team of the 3 things you want them to work on and to make any adjustments to your strategy.
9. **Post game** Spend 1 minute reviewing what went well according to pre-game plan and what didn't. Emphasise the positive and particularly where lesser skilled players made an impact and acknowledge higher skilled players who helped their teammates succeed.

Training (junior competitive)

1. **Season planning** Establish a season plan as the season gets underway. The benefit of a season plan is that it allows you to consider what you want the team and the players to have accomplished by the end of the season and it gives you a reference point to structure game plans and practice plans throughout the year. At the younger ages, a good plan will ensure that the players are learning basic skills and concepts throughout the season and are improved by the end.
2. **Pre session** Arrive before training is due to start and be ready to take the rink with your age division at the allotted time. Coaches need to be involved and active for the whole training session (generally first on and last off the rink) and must focus on the team rather than parents (your team manager is the first point of contact for parents).
3. **Training sessions** Come to each training session with a pre-prepared training plan, but be flexible:
 - a. At the first practice of the year introduce yourself to new players and have players introduce themselves one at a time. Be warm and welcoming. List your 3 or 4 most important expectations you have of the players and the team.

- b. Training sessions need to be varied and interesting and players need to have fun.
 - c. Be cognisant of the financial cost to parents and limited time available to players for on rink training, so use the time effectively and maximise participation. If you wish, feel free to propose off rink sessions to complement on rink sessions. Develop concentrated and proactive training sessions that make the most of the available time. For example, if more than one coach on the rink, run smaller groups that limit 'waiting in line' and if more than one goalie, utilise each in separate nets. Avoid drills that can be performed off rink (eg push-ups).
 - d. Come up with a few drills that meet your agenda and use one or two of them only depending on how the flow of the practice goes. Provide yourself with a couple of options.
 - e. Look at your season plan. Where are you strong based on your plan, where are you weak? Also, you can look at your most recent games. Where have you done well and where do you need to improve.
 - f. Clearly communicate to players the purpose of the drills and activities within the training session, so players clearly understand the benefits of the participating in the training session.
 - g. Ensure players are learning the core rules and practices associated with the game eg where to stand for a face off or other puck drop, what to do if personally awarded a penalty, protocol at the end of the game (shake hands, thank referees, scorers and coaches).
4. **Assistance** If you require assistance during the training session (for example, attending to injured players, assisting with equipment or other player requests), make contact with a manager of the age division or a member of the BKILHC Management Committee.
 5. An adult who is a blue card holder and member of BKILHC can assist you bench-side if required.
 6. If you would like assistance or feedback in planning or managing sessions please discuss with a member of the BKILHC Management Committee.

Resources

Before the season commences Coaches will be provided with a 'coaches folder' containing:

1. Copy of the draw and sanction for the season and link to ILHA rule book
2. Player team lists (including players eligible to "play up" where team arrangements warrant this) and jersey numbers
3. Management Committee, Managers and parents contact list
4. Codes of Conduct
5. Incident Form (also available at <https://client.revolutionise.com.au/brisbanekings/incidents/overview/>).

Training resources

<http://www.inlinehockeydrills.com/>

<http://www.whockey.com/work/cirsa/drillbook/>

<http://www.sonntagsports.com/coach-hockey/hockeydrills.php>

<https://www.hockeyshare.com/drills/>

<https://besthockeydrills.com/>

<http://howtohockey.com/category/hockey-drills/>

http://www.skatevictoria.com.au/wp-content/uploads/2012/05/PIH_Coach_Booklet_high_res.pdf

http://unitedsports.net/_media/uploads/files/Inline_Hockey/Leagues/winter-ltp-practice-plan.pdf

<https://static1.squarespace.com/static/5005b4a6e4b0d377efbf4908/t/525ae3a1e4b0c7aebf28f3df/1381688225442/12U+Drill+Book.pdf>

<https://static1.squarespace.com/static/5005b4a6e4b0d377efbf4908/t/525ae37ae4b0c7aebf28f38c/1381688186688/10U+Drill+Book.pdf>

<http://www.admkids.com/page/show/915460-practice-plans>

Brisbane Kings Inline Hockey Club

COACHES CODE OF CONDUCT



As this is a paid position within Brisbane Kings Inline Hockey Club (BKILHC), the highest level of professionalism is expected of our coaches and BKILHC has been guided by the Skate Australia Coaches Code of Conduct in drafting this policy. As a coach appointed by BKILHC, you must, in your conduct during any activity held or sanctioned by BKILHC:

1. Assist the BKILHC Management Committee with ensuring the club's Players Code of Conduct is managed appropriately.
2. Encourage participants to value their performance, not just results.
3. Never condone rule violations, unfair or unduly rough play.
4. Refrain from using social media or other outlets (including but not limited to text message, email, instant messages, phone messages and other website postings) to post inappropriate comments against players, clubs, club officials, match officials that is discriminatory or offensive.
5. Treat all players with respect at all times. Be honest and consistent with them. Honour all promises and commitments, both verbal and written.
6. Provide feedback to players and other athletes in a manner sensitive to their needs. Avoid overly negative feedback.
7. Treat all players fairly within the context of their sporting activities, regardless of gender, race, place of origin, athletic potential, colour, sexual orientation, religion, political beliefs, socio-economic status and any other condition.
8. Encourage and facilitate players' independence and responsibility for their own behaviour, performance, decisions and actions.
9. Involve the players in decisions that affect them.
10. Determine, in consultation with players and others, what information is confidential and respect that confidentiality.
11. Encourage players to support and respect one another and to expect respect for their worth as individuals regardless of their level of play.
12. At all times use appropriate training methods, which in the long term will benefit the players and avoid those which could be harmful.
13. Ensure that the tasks/training set are suitable for age, experience, ability and physical and psychological conditions of the players.
14. Actively discourage the use of performance enhancing drugs, the use of alcohol and tobacco and illegal substances.
15. Respect the fact that your goal as a coach for the player may not always be the same as that of the player. Aim for excellence based upon realistic goals and due consideration for the player's growth and development.
16. Set challenges for each player which are both achievable and motivating.
17. At all times act as a role model that promotes the positive aspects of sport and of the club by maintaining the highest standards of personal conduct and projecting a favourable image of the club and of coaching, at all times.
18. Do not exploit any coaching relationship to further personal, political, or business interests at the expense of the best interests of your players.
19. Respect other coaches and always act in a manner characterised by courtesy and good faith.
20. Accept and respect the role of officials in ensuring that competitions are conducted fairly and according to established rules.

21. Know and abide by Skate Australia Inc. rules, regulations and standards (including the the Skate Australia Coaches Code of Ethics <http://skateaustralia.org.au/wp-content/uploads/2016/02/Coaches-Code-of-Ethics-Feb20161.pdf>), and encourage players to do likewise. Accept both the letter and the spirit of the rules.
22. Be honest and ensure that qualifications are not misrepresented.
23. Be open to other people's opinion and willing to continually learn and develop.

Consequences for breach of Code of Conduct

If the BKILHC Management Committee receives feedback or a complaint against a coach with regards to a breach of the Code of Conduct, the process outlined in the Issue Escalation Policy will be followed and the following will also take place:

1. The matter will be discussed with the individual concerned
2. Feedback will be sought from other members of the Club that witnessed the incident
3. The BKILHC Management Committee will agree a course of action and potential consequence as they see fit.

The following factors will be taken into consideration when setting consequences:

1. The nature and seriousness of the breach
2. Number of prior occurrences / breaches of the Code of Conduct
3. Other mitigating circumstances.