



St Pats Baseball Club

29 July 2018

2018/2019 Baseball Season

# Coaches and Managers Information Manual

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[www.stpats.baseball.com.au](http://www.stpats.baseball.com.au)



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## 2018/2019 baseball season

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We have prepared the following information to assist all coaches and managers during the coming season.

## Welcome to all Coaches and Managers

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Welcome to St Pats Baseball Club!

Thank you for your assistance this season. Your contribution and commitment is especially welcome.

This manual has been assembled to help you understand what needs to be done during the course of the season and will assist to answer many of the questions of anyone new to these roles. While the manual is helpful, the Committee is always there to support you when needed, so please don't hesitate to ask for help.

Success as a coach can be measured in a number of ways – it can be by the number of kids who come back to play the following year, and the pleasure they get from playing the great game of baseball. As a coach, you will not only be imparting your knowledge of the game, but also your sense of sportsmanship, and you will be moulding your players' expectations of what it means to be part of a team. Your enthusiasm and your encouragement will have your team turning up each week ready to play.

At St Pats, we also have a number of experienced coaches ready to help with technique and advice. They are willing to help with planning practice sessions or on game day. Please feel free to ask for assistance.

Managers have a critical job in supporting the coach and bringing the team together. The parents will be looking to the manager to keep them informed of what is happening within the team and the club.

Coaching and managing is a rewarding experience, and I know you will enjoy the season ahead.

Jamie Roche  
President

Good luck and have a great season!

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# 1 Committee

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Name	Position	Email	Contact No
Jamie Roche	President	spbc.president@gmail.com	0466 838 003
Matthew Poole	Vice President - Juniors	spbc.vicepresjuniors@gmail.com	0432 682 771
Brett Handley	Vice President - Seniors	brettandrea@optusnet.com.au	0421 969 111
Matthew Mackay	Secretary	spbc.secretary@gmail.com	0434 159 610
Veronica Henniker	Treasurer and Registrar	spbc.treasurer@gmail.com	0418 644 590
Renee Kelly	Recorder	reneetennant@hotmail.com	0408 411 399
Adam Faber	Umpires Coordinator	afaber12@gmail.com	0403 941 178
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Vacant	Ground Controller		
Ivan Connors	MPIO / WWCC	biconnors@bigpond.com	0414 632 621
Jamie Roberts	Delegate to CSJBA	jamieroberts68@gmail.com	0405 356 742
Dusty Hughes	Delegate to CSJBA	dusty_sws@yahoo.com.au	0408 674 280
Ivan Connors	Delegate to StGBA and CSMLBA	biconnors@bigpond.com	0414 632 621
Brett Handley	Delegate to StGBA and CSMLBA	brettandrea@optusnet.com.au	0421 969 111
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Heide Torr	Webmaster and Facebook Administrator	spbc.webmaster@gmail.com	0411 843 210
Christine Rosas	Webmaster and Facebook Administrator	spbc.webmaster@gmail.com	0490 872 270
Heide Torr	Game Day Draw / Duties Scheduler	spbc.webmaster@gmail.com	0411 843 210
Christine Rosas	Game Day Draw / Duties Scheduler	spbc.webmaster@gmail.com	0490 872 270
Michelle Ordev	Year Book and Presentations Coordinator	ordev@optusnet.com.au	0425 256 709



## 2 Club Patrons

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Peter Faber

Ivan Connors

## 3 Club Life Members

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Peter Faber

Ivan Connors

Colin Hodge  
(deceased 2012)

Grant Poole

John Rodios

Ross Wilcock

Ken O'Dowd

Karen Davey

Brett Handley

John Martin

Chris Faber



## 4 Ground Locations

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<b>Club</b>	<b>Ground Name</b>	<b>Address</b>
Arncliffe Scots	Phil Austin	Scarborough Park, Off Production Avenue, Kogarah
Bonnet Bay	Tom Evans	End of Washington Drive, Bonnet Bay
Comets	Carol Avenue Jannali	Carol Avenue, Jannali Soldiers Road, Jannali
Cronulla Sharks	Sylvania Waters	Belgrave Esplanade, Sylvania Waters
Eastern Suburbs	Pioneers Park	Anzac Parade, Chifley
Giants	Apsley	Apsley Place, Sylvania Waters
Harbour City	Perry Park	Cnr Bourke Road & Maddox Street, Alexandria
Illawong	Barden Ridge Oval	Old Illawarra Road, Barden Ridge
St George	H V Evatt Park	Off Forest Road, Lugarno
St John Bosco	Heathcote Oval	End of Wilson Parade, Heathcote
St Pats	Waratah Park	Rawson Avenue (Old Princes Highway), Sutherland
Yarrawarra	Yarrawarra Reserve	Cnr Wheatley and Giles Roads, Yarrawarra



## 5 Coaches checklist

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- Advise all players and parents of training day and time. Ensure all your players are picked up prior to your leaving Waratah Park.
- Attend the monthly club meetings held at Gymea Tradies (57 Manchester Road, Gymea) commencing at 7.30pm and concluding by no later than 9.30pm, and relay all relevant information to your team.
- When the sign at Waratah Park says GROUND CLOSED, it means the ground has been closed by Sutherland Shire Council. GROUND CLOSED means no training. The club will determine if Waratah Park (ie. each diamond, separately) is playable on the Saturday. (Refer to item 4 - Wet weather procedures on training days and item 5 – Wet weather procedures on game day).
- When training, make sure all players wear protective equipment, that is protectors (compulsory for 10's up) and helmets (with chin straps) when batting.
- Check that your players are available to play on the Saturday. Ensure they and their parents know the venue and game time.
- On game day, ensure your players have warmed up prior to game time. Warming up is vitally important to prevent injury.
- Ensure that players are properly attired in full club uniform including a protector for boys. It is also advisable for girls to wear protectors. These can be obtained from baseball/softball retailers.
- Be ready to start (either batting or fielding) at least 5 minutes prior to game time. This will ensure the game starts on time.
- Following training, and on game day, ensure you have packed all of the gear into the kit – bats, helmets, catcher's gear etc. – and that the kids have collected all of their personal belongings.
- At the end of the game, shake hands with the opposition.
- Remember – it's only a game and the kids are there to enjoy themselves.
- Keep up to date - all relevant club information is available on the website.
- Coach and players to acknowledge supporters for both of the teams, the scorers and the umpires at the conclusion of each game.



## 6 Managers checklist

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- Advise all players and parents of training day and time. Ensure all your players are picked up prior to your leaving Waratah Park.
- Provide each team member with contact details and team information at the beginning of the season.
- Attend the monthly club meetings held at Gynea Tradies (57 Manchester Road, Gynea) commencing at 7.30pm and concluding by no later than 9.30pm, and relay all relevant information to your team.
- Provide the team with the season's draw and a list of ground locations.
- Advise the team and the parents of any upcoming social events and organise the team and parents to attend.
- Organise for the home ground levy to be paid for at home games. (Refer to item 10 - Home ground levies (umpire fees)).
- Organise a scorer for each game and ensure that the score sheet is completed correctly and signed by the umpire. Organise for the score sheet to be delivered to the St Pat's canteen by no later than 5.00pm on Saturday. (Refer to item 11 - Match result sheets). Results must also be sent via SMS to the Recorder as soon as possible following each game.
- If an injury occurs during a game, record it on the score sheet. Note the time that the injury occurred and all details (eg. John Smith – hit on right hand, swollen finger at approximately 9.25am).
- Organise for a match report to be written and emailed to the Webmaster at [spbc.webmaster@gmail.com](mailto:spbc.webmaster@gmail.com) no later than 6.00pm on the Monday evening following the Saturday game. You may also submit match reports via the link on the website – Submit Match Report.
- Keep up to date - all relevant club information is available on the website including the draw and duties roster.
- Ensure all parents are aware of the club's website address of <http://stpats.baseball.com.au>.
- Organise the parents to assist with duties at home games (eg. canteen, set up/pack up, BBQ etc.)



## 7 Game times

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Tee ball teams are required to be at the ground at least 30 minutes prior to the start of the game to warm up.

Baseball teams are required to be at the ground at least 1 hour prior to the start of the game.

A list of Ground Locations can be found on the website.

<b>Division</b>	<b>Early/Late game</b>	<b>Commencement</b>	<b>Duration</b>
U9 Tee ball	Early game	9.00am	1 hour 15 minutes
	Late game	10.45am	1 hour 15 minutes
U10 Zooka ball	Early game	9.00am	1 hour 15 minutes
	Late game	10.45am	1 hour 15 minutes
U12 Baseball	Early game	8.30am	1 hour 30 minutes
	Late game	10.30am	1 hour 30 minutes
U14 Baseball	Early game	8.30am	1 hour 45 minutes
	Late game	10.30am	1 hour 45 minutes
	Afternoon game	1.00pm	1 hour 45 minutes
U16 Baseball – majors	Friday evening game	5.30pm	2 hours
U16 Baseball – minors	Early afternoon game	1.00pm	2 hours
	Late afternoon game	3.30pm	2 hours
U18 Baseball	Early afternoon game	1.00pm	2 hours
	Late afternoon game	3.30pm	2 hours

## 8 Wet weather procedures on training days

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The Council Wet Weather Line number is 9710 0105.

If the Council closes Waratah Park, we cannot use the grounds. If we use the grounds when they are closed, the club can be fined. GROUND CLOSED means no training.

If there is any doubt as to whether the grounds are open or shut, please contact your team manager who is responsible for checking the status of the grounds.



## 9 Wet weather procedures on game day

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CSJBA, CSMLBA and StGBA - Notification Process

### **Ground co-ordinator**

- Ground co-ordinators are to assess their fields as early as possible on game day (also refer to General Comments).
- If deemed unplayable advise the Association Wet Weather Co-ordinator by phone ASAP.
- Take appropriate club level procedures for internal club notification.

### **Association Wet Weather co-ordinator**

- Update the recorded message.
- SMS the following:
  - Association President
  - Association Secretary
  - SSBUA Umpire Allocations Officer

### **Player, Parents and Spectators**

- Contact the Wet Weather Line on 1902 260 530 to hear the recorded message.
- The message will be updated as ground closures are notified.

### **General Comments**

- If a field is identified as unplayable early (midweek) notify your Associations Draw Co-ordinator/ Competition Convenor as some games may be able to be accommodated at other fields. If games are moved due to ground closure ensure the Association Wet Weather Co-ordinator is notified so that reallocations can be recorded in the message.
- CSJBA notifications should be made no later than 7.00am on game day.
- Clubs/teams will have their own internal notification processes.
- The Saturday message may also contain instructions for Sunday games.



## 10 Ground set up and pack up

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Each week teams will be allocated to set up the grounds. Notification will be provided via the website a few days prior to game day.

It is then the manager's responsibility to organise sufficient people to mark out the diamonds, open the dugouts, put out the bases, players' benches, banners, the cabanas and any other relevant equipment (at least 3 parents from 2 teams are required).

The 2 baseball diamonds are to be marked out and 2 to 4 tee ball diamonds may also be required, depending on the draw. It is imperative that the baseball diamonds are marked out first as the early games commence at 8.30am.

Also, if your team is playing the last game on any diamond, you will be required to pack away all equipment into the container.

Please pick up the metal bolts holding any bases in the field only but NOT the metal sleeves on the baseball fields. These remain in the ground and a sleeve cover is inserted so that they do not fill with dirt. The benches, sun shades, tables and chairs and the BBQ equipment must all be stored in the containers. At the conclusion of game day, the containers, the canteen and the storage rooms are to be locked.

It is expected that all teams will fulfil their duties, but if you have any problems, please contact the President.

## 11 Canteen / BBQ duty

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The St Pat's canteen is located at the end of the Rugby League Clubhouse, facing the top field (that is, Rugby League field).

The canteen will be open and the BBQ will be operating from 8.00am each Saturday by a committee member and teams will be rostered onto help both in the canteen and with tending the BBQ. Notification will be provided via the website a few days prior to game day. Teams will need to have at least 3 parents from their team to assist with the duties. A committee member will be available to lock up.

If you have an early game at Waratah, you will be rostered for early canteen duty. Similarly, if you have a late game at Waratah, you will be rostered for late canteen duty. Canteen and BBQ times are listed on the Game Day Draw and Duties menu on the website.

For U14s and U17s teams playing afternoon games, they will be required to perform both canteen and BBQ duties.

The last shift will be expected to assist in packing up the goods, wiping down the canteen benches, sweeping the floor, emptying the urn and turning off the pie warmer.

The canteen and BBQ roster is determined by the teams playing at Waratah, and some teams may be rostered on for duties more often than others.

Children are not permitted in the canteen as they are not covered by insurance.

If you have any questions, please contact the President. The canteen phone number is 9521 6648.



## 12 Scorers

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Each team is expected to supply a scorer. It is up to the parents whether they share the job around or one person agrees to score for their team for the entire season.

Scorers should sit together behind home plate. In the case of a discrepancy in the score book, it can be sorted out easily.

Every season a scorer's evening is conducted for novice scorers. These will be notified via the website. If you have any questions, please contact the President.

## 13 Umpires

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The club supplies umpires for all home games at Waratah Park.

Because of CSJBA guidelines concerning Duty of Care, ONLY umpires with a minimum of a Level 0 accreditation may umpire. If a club is unable to provide umpires, a parent without umpiring accreditation MAY NOT step up to the plate and umpire the game.

Umpires are not a protected species. However, they are a valued resource who deserve to be treated with the utmost respect. All the umpires officiating at Waratah are home-grown (ie. kids who have played junior baseball with St Pats). The same situation would generally apply to other clubs.

You are entitled to ask an umpire for clarification, but there is a right way to ask and a wrong way. All St Pat's coaches should know the correct way to approach an umpire and how to sensibly ask a question. Remember, it is a judgment call. Kids' playing the game is the main reason why we are there on a Saturday morning/afternoon. Arguing with the umpire is not. Get over it and get on with the game.

## 14 Home ground levies (Umpire fees)

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Generally, it is easier for the manager to collect a flat fee from each parent at the commencement of the season. This can be calculated by assuming that there will be 9 games played at home at Waratah.

Please note that the U17 and the U/14 teams (playing an afternoon game) are required to pay for the umpire/s whether playing home at Waratah or playing away from Waratah.

The procedure for the payment of umpire fees follows over the page.



### Procedures for the payment of umpire fees

Division	Fee	Distribution
Tee ball (U/8 and U/9)	\$15.00 (When playing home at Waratah)  There is no charge for the umpire when playing away from Waratah.	Place money in an envelope and write team details on front.  eg. U9/1 Black.  Leave the envelope in the canteen where the St Pat's Umpire-In-Chief will distribute the money to the umpire.
Zooka ball (U/10)	\$15.00 (When playing home at Waratah)  There is no charge for the umpire when playing away from Waratah.	Place money in an envelope and write team details on front.  eg. U10/2.  Leave the envelope in the canteen where the St Pat's Umpire-In-Chief will distribute the money to the umpire.
U/12 Baseball	\$20.00 - Plate Umpire \$10.00 - Field Umpire* (if applicable) (When playing home at Waratah)  There is no charge for the umpire/s when playing away from Waratah.  <b>*Note:</b> Payment for the Field Umpire is covered by St Pats.	Place money (\$20.00) in an envelope and write team details on front.  eg. U12/2 Green.  Leave the envelope in the canteen where the St Pat's Umpire-In-Chief will distribute the money to the umpire/s.
U/14 Baseball morning game	\$20.00 - Plate Umpire \$10.00 - Field Umpire* (if applicable) (When playing home at Waratah)  There is no charge for the umpire/s when playing away from Waratah.  <b>*Note:</b> Payment for the Field Umpire is covered by St Pats.	Place money (\$20.00) in an envelope and write team details on front.  eg. U14/3.  Leave the envelope in the canteen where the St Pat's Umpire-In-Chief will distribute the money to the umpire/s.
U/14 Baseball afternoon game	\$20.00  Per team per umpire* whether playing home at Waratah or playing away from Waratah.  <b>*Note:</b> It will cost \$40.00 if there is both a Plate and a Field Umpire.	Pay the umpire/s at the plate meeting.
U/17 Baseball	\$25.00  Per team per umpire* whether playing home at Waratah or playing away from Waratah.  <b>*Note:</b> It will cost \$50.00 if there is both a Plate and a Field Umpire.	Pay the umpire/s at the plate meeting.



## 15 Match result sheets

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No matter where you play, you must complete and lodge a result sheet at the St Pat's canteen by 5.00pm on game day (Saturday). If the canteen is closed, please slide your result sheet under the canteen door. This is the door with the steel grill at the southern end of the building facing the bicycle track and Lincoln Park.

Results must also be sent via SMS to the Recorder as soon as possible following each game.

The result sheets must be completed in pen, not pencil. Ensure players from both teams are listed on the sheet and it is signed by the umpire/s at the end of the game.

If your team is Green or Black, you must record this on the sheet also.

If you play say a Giants team, and there are 2 Giants teams in your grade, then you must identify which Giants team you played (eg. Giants Blue or Giants White).

## 16 The website

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Please regularly visit the club's website of <http://stpats.baseball.com.au>.

It contains all the information you need to get you through the season.

The News Hub will keep you abreast of all things of importance.

You can submit and find your team's match reports and research past season information and team records.

The committee contacts page will ensure your club representatives are always at easy reach.

The website also features a separate menu for its senior players.

## 17 Match reports

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You are welcome and encouraged to submit match reports to the Webmaster.

Kids love seeing their names in print, so please take some time to write about your children's games and forward your match reports via the sub-menu on the Juniors tab on the website accordingly.

Reports may be found by clicking onto each individual team's page on the website. Photos may also be submitted with, of course, having firstly obtained the appropriate photographic approval from your team's players.



## 18 Kits

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Please take good care of your team's gear. If you require any equipment, please contact the Gear Manager. Please remember that players should wear chin straps when wearing helmets.

## 19 Uniforms

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Coaches will be kitted out with a club polo shirt and club cap. Parents interested in purchasing a club cap should enquire at the canteen or call our Uniform Manager.

Correct uniforms should be worn at all games. The club cap must always be worn the right way around (not back to front) and shirts should be tucked in at all times.

## 20 Team photographs

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Team photos will be organised during the season. The date and times will be advised on the website.

## 21 Fundraising

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Throughout the season, there will be various fundraising and social events organised. These will be advised on the website.

## 22 Monthly club meetings

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A representative from each team (preferably the coach or the manager) is requested to attend the monthly club meetings held at Gynea Tradies (57 Manchester Road, Gynea) commencing at 7.30pm and concluding by no later than 9.30pm. These meetings aim to keep coaches and managers up to date with the latest club related news and also provide the opportunity to discuss any concerns.

Note that the meeting date is subject to change, depending upon the availability of the committee members.

## 23 Presentation Day

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The Presentation Day is likely to be held in April or May. The date will be advised on the website. All players receive a participation trophy, a year book and each team is awarded a Most Valuable Player, a Most Improved Player and a Coach's award or a Players' Player award. The venue of the Presentation Day will be advised towards the end of the season.



<http://stpats.baseball.com.au/>