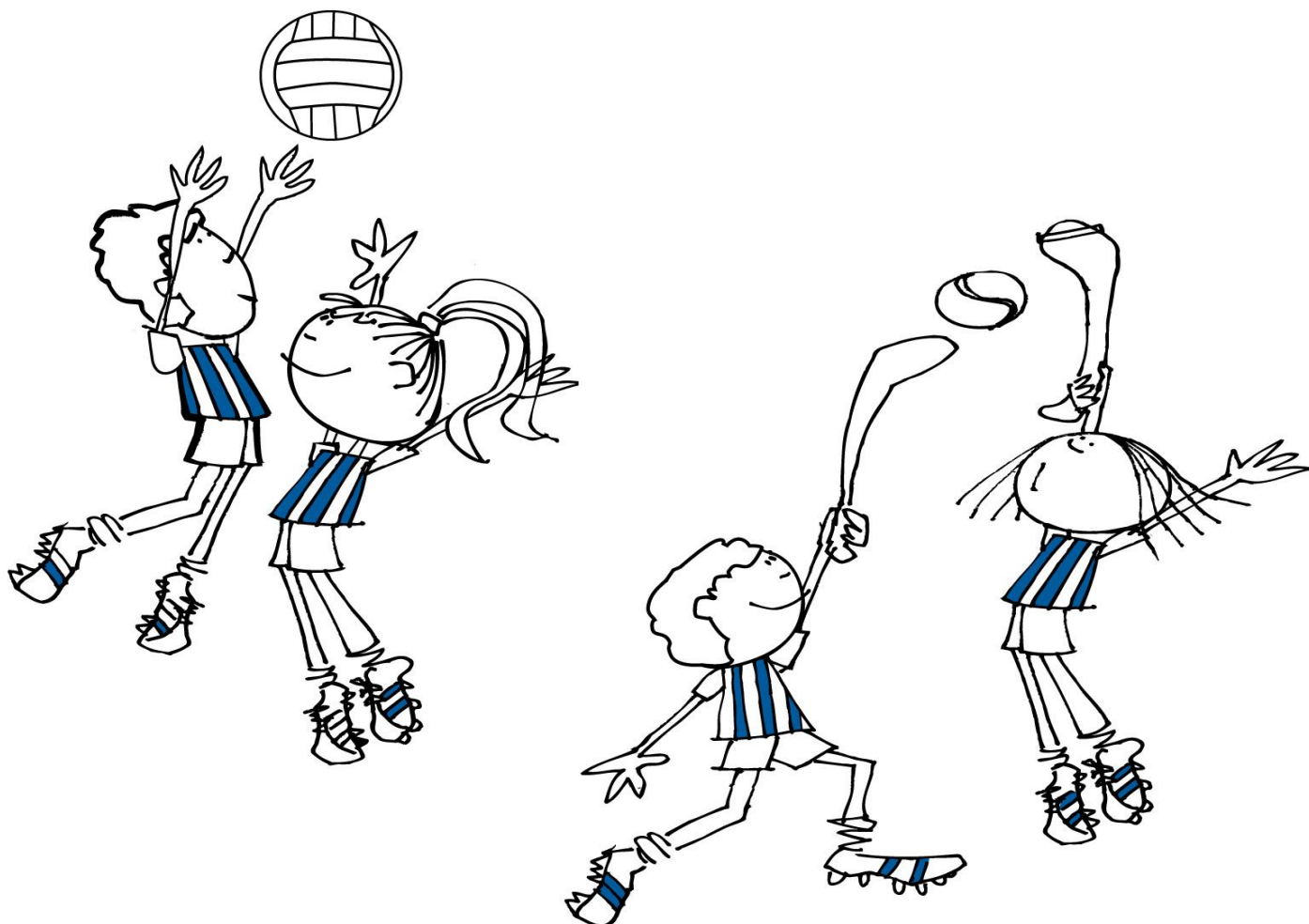


GUIDELINES FOR JUVENILE MENTORS PARENTS AND GUARDIANS



Ballyboden St Endas
Baile Buadain Naomh Éanna

GAA., Camogie & Ladies Football Club

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Mol an Óige agus Tiocfaidh Sí

Section 1

GAA Mission, Vision and Values

The GAA's values are the heart and soul of our Association. In every club around the world they are what binds us, what makes us unique and what attracts more and more players, members, volunteers and supporters.

Mission

"The GAA is a community based volunteer organisation promoting Gaelic Games, culture and lifelong participation."

The GAA is a volunteer organisation. We develop and promote Gaelic Games at the core of Irish identity and culture. We are dedicated to ensuring that our family of games, and the values we live, enrich the lives of our members, families and the communities we serve. We are committed to active lifelong participation for all and to providing the best facilities. We reach out to and include all members of our society. We promote individual development and well-being and strive to enable all of our members to achieve their full potential in their chosen roles.

Vision

Our vision is that everybody has the opportunity to be welcomed to take part in our games and culture, to participate fully, to grow and develop and to be inspired to keep a lifelong engagement with our Association.

Value	What This Means
Community Identity	<ul style="list-style-type: none">• Community is at the heart of our Association. Everything we do helps to enrich the communities we serve• We foster a clear sense of identity and place

Value	What This Means
Amateur Status	<ul style="list-style-type: none"> • We are a volunteer led organisation • All our members play and engage in our games as amateurs • We provide a games programme at all levels to meet the needs of all our players
Inclusiveness	<ul style="list-style-type: none"> • We welcome everybody to be part of our Association • We are anti-sectarian • We are anti-racist
Respect	<ul style="list-style-type: none"> • We respect each other on and off the playing fields • We operate with integrity at all levels • We listen and respect the views of all
Player Welfare	<ul style="list-style-type: none"> • We provide the best playing experience for all our players • We structure our games to allow players of all abilities reach their potential
Teamwork	<ul style="list-style-type: none"> • Effective teamwork on and off the field is the cornerstone of our Association • Ní neart go cur le chéile (There is no strength without working together)

INTRODUCTION

Fáilte chuig an leabhrán seo do mheantóirí, tuistí agus caomhnóirí.

This Juvenile Booklet is designed to ensure the smooth running of Juvenile games in the club and is a response to the Club Strategic plan: One Club Four Games.

This booklet is an attempt to draw together the various duties and roles of mentors, along with tips and guidelines on how best to perform those duties. New mentors are recruited each year at juvenile level. These mentors may not have been members of the club previously and accordingly, may not be familiar with the operation and procedures of the club or with its aims and aspirations.

All mentors, old and new, are asked to familiarise themselves with the contents of this revised booklet which sets out the club policy in a range of areas.

Each section, ladies football, camogie, boys' hurling and football can learn from each other to ensure that all our juvenile members have a positive and life-enriching experience when they walk through the gates of Ballyboden St. Enda's. **Remember that it is up to us as mentors to set the highest standards of child protection, respect and coaching.**

Training and coaching juvenile teams is a great privilege and can have huge influence on our young players. When we take on the role of mentor we are also taking on the responsibility to fulfil the guidelines below.

Please follow the fixtures on the club website and encourage our young players to attend all home fixtures of our senior teams. In this way they will also learn the skills of the game.

Club mentors should strive to work well with their own mentor colleagues and with mentors who are involved in all the club sections. Remember that the number one priority is player welfare. Mentors are reminded that the team you are in charge of is the club's team; how you perform and act will reflect on the club. Be aware, therefore, at all times of the club's policies and protocols and the aims and objectives of the GAA. Remember, consideration, cooperation and communication will solve many problems.

SECTION 2

CLUB POLICY APPLICABLE TO ALL JUVENILES

One Club Four Games

Ballyboden St. Endas is a single club promoting four games. Team mentors, are expected to support and facilitate players who wish to participate in both applicable codes. Juvenile members may not play one code with BBSE and another code with another GAA club.

The highest level of child protection, respect and development of our players to be provided at all times.

All mentors must be members of the club. See www.bodengaa.ie/home/club_membership.493.html for membership application form. All parents are strongly encouraged to become members.

All mentors working with U18 players must receive Garda Clearance. Procedures are outlined under Garda Vetting Information Section on the Club website. If you need advice in this regard, please contact the Children's Officer Daire Mac Pháidín on 087 237 6863.

All mentors must have completed the mandatory GAA Child Protection and Awareness Course along with the GAA Foundation Award Course

One mentor from each group must ensure that **ALL** players are registered. Players who are not registered are **NOT INSURED** to train or to play. Mentors who are aware of children whose families are in financial difficulty should approach the chair of the relevant section to make suitable arrangements. In any event **Juvenile players must register by February 28th at the latest.** This rule must be strictly enforced. **The Registrar of each of the Juvenile sections is a particularly onerous voluntary position and needs your full support on this matter.** Registration is now exclusively on-line and the details can be found on the club website. The club registrar (currently Gerry White) is available to assist anyone having difficulties with registration. Please send email query to registrar@bodengaa.ie.

The allegiance of juvenile players should firstly be to their own year group. All players must play in their own age group. Children can only progress from the Academy with their own age group. Please note that where it becomes evident that a player is not in the correct age group, they will be moved to the correct age group by the relevant juvenile committee.

Pitch time is a major driver when it comes to player retention and enjoyment in sport. All Juvenile players up to and including under 16 must be given a minimum of 30 minutes game time in all league and challenge games

Respect for Referees is critical - shake hands with referee and opposition before and after games. Model behaviour. At no point use foul or abusive language to a referee.

Responsibility for all facilities is the responsibility of all club members. Please ensure dressing rooms are swept and clean, and gates and facilities are locked after use. Please ensure that the young players are involved in maintaining our facilities. 20 pairs of hands spending 5 minutes picking up litter is very effective. Parents are encouraged to assist with the regular Meitheal Oibre where volunteers from across the club come together to help maintain the facilities.

As new mentors are assigned to teams emerging from the Academy, support should be provided from the club section and next highest team to advise on procedures for running Juvenile teams.

Opportunities should be taken regularly to explain the **Voluntary Ethos** of the GAA and the club to parents and players alike.

Where a team has had the same set of mentors for a number of years, the introduction of a 'new' coaching voice is desirable and possibilities will be explored in conjunction with the Director of Coaching.

Where there are a number of teams in a particular age group, players should be rotated between groups to get to know all other players in their age group along with receiving coaching from a wide range of mentors.

Mentors should strongly consider placing their own child in a group different to the one they are coaching.

In summary;

Ballyboden St. Enda's expects all mentors and parents to

- **Subscribe to the club principles ensuring that all players are coached in an environment that has the highest standards of child protection at it's core**
- **Create an environment of respect, development and enjoyment.**

Our goal is to

- **Provide an environment that builds self confidence in players**
- **Prioritise development over winning competitions**
- **Provides development of all players regardless of ability helping all players to maximise "their" potential**
- **Provide an environment that accommodates players with competing demands**
- **Creates an environment where players are encouraged and not criticised**

Section 3

CHILD WELFARE & PROTECTION

The Club Designated Person, as identified below, will be responsible for dealing with any concerns about the protection of children in the club. It is the Club Children's Officers' responsibility to promote greater awareness of the **GAA Code of Best Practice** within the club, assist and identify the need for Code of Ethics training among coaches and to report to the Executive Committee regularly. The Club Designated Person shall be responsible for reporting allegations of abuse to the statutory authorities.

The club has appointed a Designated Person (Club Chairperson) whose role shall include liaising with Statutory Authorities and the GAA at national level in relation to the reporting of allegations and/or suspicions of child abuse.

The club has appointed Children's Officers whose role shall include the monitoring of the child centred ethos of the club. All mentors working with u18 players must receive Garda clearance. Procedures are outlined under Garda vetting information section on the club website. If you need advice on this contact the Children's officer Daire Mac Pháidín on 087 2376863.

When a child or young person discloses information of actual or suspected abuse to you as a coach or member of the club, you should report the matter as soon as possible to the Club Designated Person, as identified below, with responsibility for reporting abuse. (Details in Appendices of Key Club contacts)

The objective of the Juvenile sections is to teach players the skills of Gaelic games and to facilitate the exercise of those skills in a competitive and fun way.

Our aim is to foster an atmosphere of respect, discipline, learning and fun at games and training sessions. Our highest priority is that players should be safe, and learn sporting values during their juvenile playing days which will remain with them for life.

Mobile phones and mobile phone cameras should not be used in dressing rooms and juvenile players and mentors must not comment inappropriately on social media sites such as Facebook, Twitter, Instagram, Snapchat.

Ballyboden St Endas GAA, Camogie & Ladies Football Club Code of Best Practice is derived from the GAA Child Welfare and Protection Code which can be found at <http://www.gaa.ie/the-gaa/child-welfare-and-protection/>.

All mentors and parents are required to be bound by the principles set out in this code so it is essential that you are familiar with its contents.

In line with Code of Behaviour booklet recommendations it is a requirement that at least one Female Mentor/Parent is assigned to each Ladies Team and that the Female Mentor/Parent is always present on Match Days and attends Training. For juvenile girls teams if a girl is injured the FLO should be the person to enter the pitch at the referees discretion to deal with the incident.

SECTION 4

Key Points for Mentors

- **Mentors must be members of the club. Mentors must have completed Garda vetting and have the appropriate level of coaching accreditation which incorporated the GAA mandatory Child Protection and Awareness course.**
- Highest Standards of child protection, respect and coaching to be provided at all times.
- Mentors must provide a positive, healthy and safe environment in which players can develop.
- Recognise that skills development and personal satisfaction should have priority over competition, while always promoting **FAIR PLAY**.
- Recognise the development needs of **ALL** young players, regardless of ability.
- **Players must play in their own age group.**
- Pitch time is a major driver when it comes to player retention and enjoyment in sport. All Juvenile players up to and including under 16 must be given a minimum of 30 minutes game time in all league and challenge games.
- Panel sizes from under 13 to u16 should be minimum 18 and maximum 20 players per panel. The club wishes to maximise the amount of game time for all players so where possible we should be looking to add an extra team if we have more than this number in each squad. Mentors should refer to their juvenile committee as early as possible if this situation arises.
- Mentors should not find themselves on their own in dressing rooms, cars etc with an individual player. Must ensure that a player is not touched inappropriately.
- Mentors never use fouls language or provocative language/gestures to a player, opponent or match official. Respect for Referees is critical - shake hands with referee and opposition before and after games.
- Organise a start of year parent meeting to explain the calendar, stage of development for the players and to communicate the plan for the year which helps everyone understand what is expected.
- Engage the support of parents who may have medical or first aid skills to assist with injuries or medical issues should they arise. Please note this is specifically a role for the FLO when dealing with juvenile girls teams.
- As teams get older fresh voices are welcome. Each group is different but fresh voices usually energise a group.
- Rotate players, training groups and mentors particularly in go games space. Mentors own children should be in a different coaching group if possible.
- Encourage makers takers (i.e. Players who are fouled should take the free and nearest player to a sideline ball should take it).
- Rotate all players through all positions over the go games season ensuring they all have an opportunity to experience the game from all angles. It helps build understanding of what each position requires.
- At no point in the go games should the conversation with the players be about winning. Go games is non competitive and is there to develop players skills and confidence.
- Mentors should encourage and facilitate the use of Irish especially in the case where pupils from gael scoileanna are among the group.

Key Points for Parents

- The club is led by and substantially run by volunteers
- Parents are encouraged to join the club and you will see from membership options that there are considerable discounts for additional siblings and family options.
- Parents are asked to support the coaches in assisting with administration, umpiring, distribution of equipment, jersey washing first aid etc. As a voluntary organisation, every assistance should be given to allow mentors spend maximum time on coaching rather than administration.
- Parents/guardians are solely responsible for ensuring that players are safely escorted **INTO** and **ONTO** playing grounds (and collected from within the grounds thereafter) for training and matches unless other specific arrangements are made with parents. i.e. players being collected and travelling enmasse to matches. Mentors should make this point very clear to ALL parents either in person, by text or by email .
- **Parents/guardians must show respect at all times to referees, match officials and mentors.**
- In particular at younger ages in Go games Ballyboden as a club are keen to ensure that the ethos of this games format is respected. Skills development, participation and enjoyment are key. League tables are not kept and results are not published until after under 11 for boys and under 12 for girls so please focus on your child's enjoyment, effort and skills development. The result is not important.
- Club on occasion organises meitheals (work days) where club members come together to clean up at the club's facilities. It usually involves bring a yard brush or shovel or clippers to give an hour or two to tidy up. Many hands and all that.!
- As outlined in the booklet the club aspires to the highest standards on and off the pitch and our goal is to build a lifelong love of gaelic games in a safe and support community environment. Please support the club in whatever way you can but always in a sporting and respectful manner.
- The booklet has details of the club's relevant committees and structures and there is always someone available if there is an issue to be discussed.
- The club has many other associated activities such as drama, walking , bingo etc. Further details can be found at this link on the club website. New members are always welcome.
http://www.bodengaa.ie/news/gaa_healthy_clubs___jigsaw_presentation.13.6122.html
- Each competitive year in GAA is on a calendar basis so please ensure your child honours their team involvement and finishes out the year with their team. This is sometimes a problem around transition to second level or exam years.

Section 5

Operational duties and roles of mentors

Separate County Boards run Juvenile Boys Hurling and Football, Camogie and Ladies football.

Mentors are appointed by the Chair of the relevant section and approved by the Club Executive. Mentors will be subject to regular review by the Chair of the relevant section in conjunction with the Director of Coaching and the Club Coaching Executive.

GENERAL

Broadly speaking the duties of mentors are:

- To plan, organise, and prepare their teams for the various competitions. This includes training and coaching the players in the skills of the games, hurling, camogie and football.
- To coordinate training and matches between mentors in each code. It is essential that proper and regular training and coaching sessions are arranged for teams and it is easy to see that the successful teams in the club are properly organised and prepared in this regard.

Coaching manuals are available from the club Coaching Director, Brian O Regan (0876998649) to assist you in organising your coaching sessions. On occasion adult players are available to assist with coaching.

In relation to juveniles, main focus should be on enjoyment, winning should be secondary. Remember the team you are in charge of is not your team, it is the club's team. Developing the self-confidence of the young player is one of the most important challenges for a coach.

ACADEMY

The club runs 3 academy's to cater for our 6 and 7 year old members. They are located in St. Enda's Park (Hermitage), Knocklyon Park and Pairc Ui Mhurchu. Parents are asked to bring their children to the nearest venue to their home address. When the pitches become unplayable every effort is made to ensure the academy goes ahead either indoors in St. Colmcilles National school or on the all-weather in Sancta Maria. The focus of the academy is to introduce young boys and girls to physical literacy and the basic skills of gaelic games in a safe fulfilled environment.

The academy is a 2 year cycle to prepare the boys and girls for the next phase of their development which is Go-Games.

GO-GAMES: UNDER 9 TO 12 FOOTBALL & HURLING

Go-Games is a competition for all age groups from under 9 to under 12. This involves small-sided games with rules specific to each age group. The reason for the introduction of Go-Games is to reduce competition being placed on young players and to give every player the opportunity to develop all the skills of football and hurling at an early age.

Suggestion In go games encourage maker taker for frees, i.e. Players who are fouled should take the free and nearest player to a sideline ball should take it etc. rotate all players through all positions on a regular basis. Don't get set on players only being goalies or backs, forwards etc.

If your team has subs on match day rotate **ALL** players to ensure everyone gets similar pitch time. Winning is not important at this level and all players regardless of ability should be rotated. As the years progress there will be streamed teams based on ability and an appropriate level of emphasis on winning.

- All the latest rules on the Go-Games are available @ www.bodengaa.ie and www.dublingaagamesdevelopment.ie and www.dublinladiesgaelic.ie

UNDER 13 UPWARDS

PREPARATION OF TEAMS BY TEAM MANAGERS

- Planning/preparing involves things as far apart as knowing your player's names in Irish to knowing how to coach.
- Familiarise yourself with the Board that organises your competitions
- For your team; you need appropriate equipment to assist your training.
- To be confident of getting your season off to a good start, you need to start training a few weeks in advance of your first game.
- A few words to remember when organising coaching sessions: control, variety, activity, enjoyment, competition, confidence, action.

MOTIVATION

Focusing the mind to get the best out of the individual; motivate to challenge.

- Always set small objectives at training.
- It is important that you encourage, praise and listen to players. Encourage discussion between players and management.
- Remind players that "what you put in, you get back".
- Deal with any problems immediately.
- Avoid cliques building up; encourage mixing.

MENTAL FITNESS

This must be done in training in order that it can be transferred to a match.

- Physical fitness is important for mental fitness. In the context of a match, mental attitude is important.
- Players must be properly prepared; they must arrive in good time for a game; they must have proper gear; they must go into the match with a positive attitude and belief; if not tuned in mentally, physical fitness is no good.
- Words to remember - praise, competition, perfect practice, positive attitude.

MANAGING THE INDIVIDUAL / MANAGING CONFLICT

Talk to the team as a group as if they are all the same. Remember, however, that they are not all the same and they need a different approach.

- Be accommodating with players who may have other commitments/demands.
- Work on weaknesses of individual players; preferably have 2 trainers – one working with the general group and the other working with specific weaknesses of individual players, e.g. free taking, goalkeeping. Free taking and goalkeeping coaching duties should be assigned to one mentor.
- Be careful to encourage players and not to criticise them.
- In relation to match analysis, listen to players - they may see things on the field that you might not have seen.
- Sort out, early, the root causes of conflict. This should be done on a one to one basis rather than in front of the group. It should not be done in anger.
- Be alert to bullying among players and also ensure that you are not guilty of bullying other players.
- Where conflict arises between mentors, every opportunity should be explored to resolve the conflict informally.
- Under no circumstances should mentors disagree in front of players

ORGANISATION

- Ensure that training is well planned with proper equipment available.
- Have fun games and work on players weaker points.
- Notify players of matches in good time and organise transport.
- Formulate tactics, e.g. who takes frees, line balls etc, so that players will know in advance who does what.
- After the game, review and analyse the performance in a positive manner with a view to working on the weaknesses of the team and the individual.
- Encourage all players to perform all the skills, e.g. line balls, frees etc.

PANEL SECTION

- At the conclusion of Go- games the lead mentor should discuss panels for forthcoming year with the mentor group.
- As these are streamed panels, players should be selected based on ability levels **at this time**. Panels do change as the years pass with players progressing at different ages.
- Draft list should be circulated amongst all mentors for review and consideration.
- By December 1st each year the panels should be agreed.

Where there are any uncertainties or disagreements with team selection it should be referred to the Director of Coaching.

COACHING GENERALLY

As manager/mentor you cannot control the winning of a match. However, you can control the performance.

- Set goals for players - how many balls did you win in the course of a match? How many blocks/hooks etc?
- Develop a style of play. Research other styles of play, including other codes. Don't get into a rut.
- Know your objectives. Instruction in the dressing room should be kept to a minimum.
- Among the few rules that you should have are, a) be there on time and insist that players are there on time; b) if players cannot be there on time, insist that they let you know; c) Make it clear that players who do not comply with the rules will not be allowed to remain as club members; d) look in the mirror and assess your own performance.
- Ensure drills in training are done at match pace. Drills should be set against the clock. Eg. How many can you do in 30 seconds. Opposed drills based on match conditions should be introduced as appropriate.

CLUB LINK / IDENTITY / PARENTS

Managing a juvenile team can be very rewarding and fulfilling and detail underneath can make life much simpler.

- Parents/Guardians are expected to assist in every way possible with their child's team in whatever capacity they are comfortable with. Remember that the club is a voluntary organisation and we are all responsible for assisting the coaches in whatever way we can in areas such as equipment, washing jerseys, erecting goalposts and nets, catering, refreshments, transport, first aid, defibrillator use, umpires, linesmen, team statistics etc.
- Mentors should delegate as much of the above as possible to allow concentration on coaching and team preparation. It is most desirable that you know the first names of the parents. This should be done by holding an annual parent's meeting and by trying to involve them as much as possible, e.g. as drivers to away matches and as umpires, linesmen.
- Enquire about injured players on the evening and days following injury.
- Keep in contact with the schools; support school games if possible.
- Ensure that players treat club property as they would treat their own property;
 - Clean their boots outside the dressing rooms;
 - Hand jerseys back rather than throwing them on the floor and walking on them.
- Away trips, which must be authorised by the club and respective county boards, should be arranged with a view to improving standards and rewarding players for their efforts at training and matches. Clashes with county board fixture in the other code must be avoided. Teams should go to the country at least twice per year. This would encourage comradeship and develop closer bond to the club. Make out a detailed itinerary and give a copy to parents; have contact numbers etc. Set very clear rules to behaviour and ensure that underage drinking on trips is totally unacceptable. There are many places with good adventure centres and it might be advisable to arrange trips to such places so that the players can be kept active.

MATCH DAY

Having prepared your team properly you are now ready for action. Fixtures information is available at www.dublingaa.ie / www.dublincamogie.ie / www.dublinladiesgaelic.ie.

- Mentors should ensure that they check this each week.
- Any problems or confusion relating to fixtures should be addressed to your Board Delegate for clarification.
- Mentors should ensure that their team is ready to start the match at the specified time. To facilitate this it

is advisable to assemble at the pitch at least a half hour before throw-in for home matches and to assemble at the club at least one hour before throw-in for away matches.

- Parents should be encouraged to provide transport.
- Pitches must be marked out with flags at the appropriate intervals and nets must also be provided.
- Nets are stored in the dressing rooms and must be returned there immediately after the match.
- To relieve yourself of some of the workload on match days, organise a group of parents who will take responsibility for nets/flags etc. before and after the match.
- Each team is expected to provide an umpire at each goal and one person to supervise one sideline. Failure to provide such personnel may lead to controversial decisions being made. Parents of players are usually willing to cooperate in this matter if asked.
- If game is fixed for home and if pitch is unplayable but opposition pitch is playable, then the game must proceed in oppositions' grounds.

REFEREES

- Each team (excluding go games) must provide the referee with a team list, in duplicate, with the names written in Irish. Hand both lists to the ref before the match. The team list must include the players GAA membership number. This is the number stored on the Servasport system and can be confirmed with the registrar. One list is given to the opposition by the referee and the other is sent to the Board by the referee.
- You should ensure that you get the opposition's team list from the referee in case there is any need to object to the eligibility of any of their players.
- You must also pay the referee the agreed expenses rate.
- Mentors are responsible for the conduct of their players both on and off the field. They must also ensure that supporters/parents conduct themselves in a proper manner i.e. no abuse to the referee or opposition or any interference with their own team. This club has a good record in relation to discipline and it is up to all mentors to ensure that this record is maintained. Mentors are responsible for the conduct of supporters.
- If a referee fails to turn up within 15 minutes after the match is due to start you may have a number of options
 - 1) In a league game the away team has first option to ref
 - 2) In championship game, if the referee fails to turn up the game is deemed unplayable
 - 3) If you referee the match, send in a written report to the relevant board
- Under no circumstances should you agree with the opposition for each side to referee one half each. In the first place the rules provide that whoever starts to referee a match must finish it. In the second place, if the opposition are losing and they referee the second half, experience tells us that the chances of the referee being biased are great.
- To ensure that the referee turns up, you are strongly advised to phone the referee on the evening before the match to ensure that he knows about it.
- Where the appointed referee does not turn up, the official game cannot go ahead.
- Please note that if a game is cancelled and the referee has not been informed, the club must pay the full referee's fees for home games.

EQUIPMENT

Mentors should ensure that they have at their disposal the proper equipment to facilitate training and playing matches. All teams must be self-financing

- e.g. jerseys, footballs, pump, hurleys, sliotars, first aid kit, flags, list book, bibs, cones, whistle. The club name or some such mark should be put on sliotars/footballs etc to identify the clubs property and avoid confusion after matches.
- Respect for club equipment and property and the avoidance of waste, damage or loss of footballs, hurleys, sliotars etc must be insisted on.
- It is club policy that all players wear club socks and togs during matches and it is the responsibility of the mentors to ensure that this policy is strictly adhered to. Socks and togs may be purchased by players in the club shop which is usually opened from 10am to 12pm each Saturday morning and 8pm to 9pm every Thursday.
- If teams are fortunate to acquire sponsorship for jerseys, they should pass the old jerseys down the line to the next team.
- Except in the case where a team sponsor requires a direct invoice from O'Neill's, invoices should be sent directly to the club.

- Under no circumstances should mentors order directly with O'Neills.
- Please ensure all orders are channeled through the club General Manager to ensure consistency and full understanding of all requirements to comply with GAA and club guidelines around sponsorship, logos etc.
- At the start of every season, please recycle equipment that is no longer suitable or required down to next age group.

MENTORS' EXPENSES

- Referees expenses are re-imbursed by the club. The relevant claim form is available on the club website and once completed is returned to the relevant juvenile committee for approval and payment.

BOARD DELEGATES

The club has delegates attending the various Boards. In the case of the Juvenile Boys' Section, these are:

Code	Delegate	Contact Details
CCC1 (Boys 8-12)	Donal Woodcock	d.woodcock10@upcmail.ie
CCC2 (Boys 13-16)	Mark Brady	Mark.brady32@gmail.com
Girls Football	Kieran Rudden	Kieran_Rudden@yahoo.ie
Camogie	Cathal Fitzgerald	cbfitz@eircom.net

- Board delegates perform a communication role between the Boards, the club and the teams. They can only represent the club in a proper manner if they are kept fully informed by team mentors.
- This means that the delegate must be informed, on the evening of the match of any incidents that may have occurred during a match, if the match is not played, or if the match is otherwise cancelled or postponed. It is the responsibility of the mentor to return match results.
- Communication with the boards is via the Juvenile Chairperson or the Board Delegates **only**.
Under no circumstance should mentors contact Board Officials.
- The Board Delegate will channel communication from the Boards to mentors via email and, where appropriate, via the website www.bodengaa.ie
- If for some valid reason a mentor wishes to have his match postponed, he must give adequate notice (at least 2 weeks) of a request to his Board delegate and it is a matter for the Board Delegate to apply to the Board for such postponement.
- If you are notified of a postponement by the opposition, notify your delegate immediately. The postponing team notifies the opposition's mentor and the referee.
- Note: CCC2 are especially reluctant to grant postponements and will only do so for serious reasons. In this event, their expectation is that the game will be played **before** the appointed date.
- If a postponement is granted, then the game must be played within two weeks of the original fixture or else the team requesting the postponement will lose the points.

OVERAGE AND UNDERAGE PLAYERS

- Overage or otherwise ineligible players must never be played.
- If you suspect that the opposition is playing one or more overage or ineligible players you are entitled to request the referee to stop the match and take the name and date of birth of all the suspected players. This must be done during the match.
- Please be sure of your facts as it can be very embarrassing if you are wrong and one must maintain good relations with all clubs.
- You then have 5 days to check out the players with the County Board and lodge an objection if considered necessary.
- This must be done through the Juvenile Committee.
- **It is club policy that players' first responsibility is to play in teams of their own age group.** Where older teams are occasionally short, players may sub up, but not to the detriment of players in the older age group. Care should be taken that players who 'sub up' should not displace the players of the older team to the substitutes' bench. Mentors of the older team must receive permission from the mentors of the younger teams (in **both** codes, if applicable) before playing players up. Contact should not be made with the player until the relevant mentors in both codes have been appraised of the request.

- Where there is uncertainties or disagreements between mentors about selection approach, contact the relevant juvenile chairperson and committees for assistance.

PLAYING FRIENDLY / CHALLENGE MATCHES

- Permission must be sought from the County Board through the Juvenile Committee / Section Board Delegates. E-Mail/Phone your request to Juvenile Committee Secretary / Section Board Delegate.
- The County Board needs 3 clear days notice in order to ensure that the match is covered by the GAA Players Injury Insurance Scheme.
- If the match is at home, you will need to check the availability of pitches with the Club Manager.
- Ordinarily if a challenge match is against another Dublin team, the home team notifies the County Board.
- If a country team travels to play in our club, it is right that we offer to provide them with refreshments. Tea, sandwiches, cakes etc. are normally organised by the parents of the players and the kitchen and hall are made available through the Bar Manager. A minimum of 3 days prior notice must be given to the Bar Manager.
- In general, teams make their own arrangements (transport, accommodation, meals, etc.) at no cost to the club when travelling to play a team outside Dublin. It is a very responsible task to take a team away to play matches. You must accept responsibility fully to remain in complete control.

PROCEDURES TO TRANSFER A PLAYER

- The Juvenile transfer season is usually for about 2 weeks in late November/early December. Please contact the club secretary and board delegates for details.
- If the club objects, the Juvenile Board make a final decision on the transfer.
- The only transfers allowed outside this time is if a player moves from another county during the year or moves home address within Dublin.
- Please note that Ballyboden St Enda's (BBSE) is a dual club. Juvenile members may not play one code with BBSE and another code with another GAA club
- Under no circumstances should players transfer into Ballyboden to the detriment of other local clubs. Occasionally there has been circumstances where teams have folded due to lack of numbers and Ballyboden has then accommodated players who wish to play.

DUAL PLAYERS / PLAYER BURNOUT RECOMMENDATIONS

- Allowance should be made for periods of the year when players are involved in intensive school games activities and club training should be modified accordingly.
- A calendar of activities for the year should be drawn up collaboratively by the mentors of a particular age group with the intention of avoiding over-training.
- That the above agreed calendar should allow for weeks which are designated as "free from training", from time to time and also take school playing seasons into account
- A standardised 'off-season' should be agreed on.eg. Dec/Jan and that no games/challenge matches should be played during that period.
- A standardised warm up/cool down procedure be implemented with all club teams in the interests of injury prevention. Please appoint one mentor to this role.
- When selecting players for Dublin development squads, that due cognisance be taken of the demands being placed on players and it is recommended that a player should be nominated to participate in one squad only ie. either hurling / football; camogie/ ladies football.
- Contact from the Dublin Development squad manager should be through the Club mentor to ensure that a player can be made available from the club to the county where there are clashes with club fixtures
- Parents of players involved in Dublin development squads must remember that the players' first allegiance is to their club.
- When players are being called up to play at an older age group, contact must first be made with the mentor of the relevant team. Contact should not be made with the player until the relevant mentor has been appraised of the request.
- Where possible, dual players should not be called upon to 'sub up' to the next age group. It is preferable if the players being requested to 'sub up' are rotated .ie. that the same players are not being called on the whole time.
- Remember that the player may have two sets of mentors (hurling/ Football or camogie / ladies football) and both should be consulted to avoid confusion and conflict. If both mentors fail to resolve the situation, the decision of the relevant juvenile chair will be final.
- Our experience is that with a bit of cooperation and good communication between mentors, and keeping the welfare of the juvenile players to the fore, most issues re player availability etc can be agreed between mentors themselves. Any issues which cannot be resolved should be brought to the attention of

the appropriate committee. In such circumstances, no mentor should communicate a message to parents of juveniles other than that decided by the appropriate committee.

USE OF THE DRESSING ROOMS

The following few points relating to the use of the dressing rooms should be remembered:

- Please ask players to remove boots before entering dressing rooms.
- Dressing rooms of the home and visiting teams must be cleaned out by the home team.
- Players are advised not to leave valuables or cash in the dressing rooms. The club will not accept responsibility for any loss. Visiting teams and referees should be advised in this regard.
- Please ensure that the dressing rooms are locked after use by your team.
- Mentors must ensure that at least one adult is present in the dressing room at all times with the team to ensure that no damage is caused to club property.
- **MENTORS SHOULD NEVER BE ALONE IN A DRESSING ROOM WITH A CHILD**
- Bicycles must not be left in the dressing rooms or in the corridor. Bicycles may be locked to bars outside.
- Please note there are female dressing rooms in the clubhouse at Firhouse Road. The dressing rooms at the far end of the carpark for males.

PITCHES

Pitches are allocated by the Executive Committee who appoint a member for this purpose. It is essential that teams stick to their allocated pitch. No switching of pitches is allowed without the approval of the executive member.

- It is absolutely imperative that pitches are not played or trained on when they are declared unplayable by the Council, OPW (Hermitage) or by the Club Executive.
- This information may also be obtained by ringing South Dublin County Council (4520530 or 4620000), after 12.00 noon.
- If the club declares the pitches to be unplayable notices will be displayed in the car park and website
- St Enda's Park (Hermitage) does not advertise when their pitches are closed. You should therefore phone the Park on Fridays (4931025) or Connie Kavanagh 087/6783814 or Tony Mahon in the museum (4934208) during bad weather to check if the pitches are playable. (The best time to phone is between 1.00 and 1.30pm).
- If your pitch is unplayable (but no notification to this effect appears in the papers) you should notify the opposition, the referee and your Board delegate.
- Mentors must be vigilant and during bad weather should not use pitches unless they are certain that they are in a playable condition. Training in bad weather should take place to the side or off pitch
- The Council and OPW have the right to declare their pitches unplayable at any time.
- Failure to abide by the decisions of those bodies could mean that the right to use the pitches could be withdrawn.
- It is important to bear in mind that when pitches are closed, all open space, behind goals etc. is unplayable.
- Please do not encroach on pitches used by other clubs or sports.
- The closing times for St Enda's Park (Hermitage) are as follows: 4.30pm, November to January; 5.30pm, February and October; 6.00pm, March; 7.00pm, April; 9.00pm, May to August; 8.00pm, September, and the Park management have requested that all matches are finished within half an hour before these times to allow the park to be cleared in an orderly fashion. To avoid any conflict with the Park Rangers, please comply with those times.

USE OF PORTABLE GOALS

Portable goals are available for use and are stored behind the ball wall in Pairc Ui Mhurchu. They are for use mainly for Go games matches and for the younger juvenile teams to shorten the pitch. Please ensure when erecting posts they are secured **safely** with appropriate pegs. Again, a parent or parents should be assigned to this important task.

The portable goals in Sancta Maria should be returned to the storage cages on the sides of the pitch by the last team using them for games or training.

ALL-WEATHER PITCHES AT SANCTA MARIA

The timetable for the all weather and hockey pitches in Sancta Maria is organised through the club executive nominee. Demand is very high during the darker months so mentors should stick tightly to their allotted slot and vacate the slot promptly when time is up. Any issues around the use of these pitches should be raised for discussion at the relevant juvenile section level.

NEWSLETTER & CLUB WEBSITE

<http://www.bodengaa.ie>

- A very attractive Annual Magazine is published at the end of the season. The Editor depends on the club members, especially mentors, to provide material to make this a continued success. A weekly newsletter has been developed to keep all club members informed of club activities. Please appoint a parent to write regular reports of your team for the weekly newsletter and email to ourhurlingnews@gmail.com and ourfootballnews@gmail.com and juvladiesnews@gmail.com email addresses throughout the year with team photos, short match reports etc as this information can then be uploaded onto the news letter/ facebook/twitter sites. Please note pictures of juvenile players should only be taken with the lead mentors knowledge and explicit permission.
- Mentors are expected to provide a short written synopsis at the end of the season for inclusion in AGM reports.

MEETINGS

The Juvenile Boys and Girls Committees convenes generally every 4 to 6 weeks to check the progress of teams and to update mentors on developments in the Section and within the club. There is therefore a useful exchange of views among the mentors and between mentors and the Committee.

The Juvenile Section is obliged to hold an Annual General Meeting to select officers and mentors for the coming season and this is usually held in first fortnight in December. It is essential that **each** team is represented at the Juvenile AGM. All full club members are entitled to attend. All officers of committees and mentors have to be ratified by the Executive Committee. The Club Annual General Meeting is held in April each year. One mentor should be delegated to provide the section with a short report on the year's activities for the AGM.

Section 6

MEMBERSHIP, REGISTRATION AND FEES

Membership of the club is formal recognition of involvement with the club, allows access to the various facilities and groups that operate within the club and is of vital importance for the ongoing funding for the club.

The Ballyboden St Endas “Strategic Review – Challenge 2020” in May 2009 made the following statements –

- “Encouraging greater involvement of parents of juveniles who have not been involved to date”
- “Everyone involved in the club should be a member of the club”
- “Membership of a GAA club is the formal recognition of a person’s association with the club.....”
- “....we should adopt a family membership branding whereby family membership would include the opportunity for all members of a family to become members as appropriate with a cap on the total amount payable”

The season runs from the 1st January to the 31st December. All players must be registered and paid up members of the Club and the Dublin Camogie County Board, Dublin Ladies Football Country Board or the County board as appropriate. This is important since the girls are only insured to train and play matches if they are registered. Registration takes place early in the year and the Registrar will liaise with mentors in relation to application forms, membership structures and fees and the collection of these. Registration should be completed by Feb 28th.

- Mentors should inform new players and their parents that they are not insured until their registration has been paid up and processed.
- Dublin Ladies Gaelic Football has its own injury scheme administered by the Dublin Ladies Gaelic Football Board.

Family membership is encouraged. There are almost 1,100 families (1,450 players) supporting the Academy Juvenile, Minor and Student sections of Ballyboden. Having parents involved strengthens the family ties with the club and greatly assists in the smooth running and management of teams and activities.

ALL membership applications and renewals are now exclusively online.
www.bodengaa.ie/home/club_membership.493.html

Note that any new adult members require to be proposed and seconded using a pre-designed form available from the club.

The annual fee paid includes: Membership Registration, Referees’ Fees, Lights on All-Weather, GAA Insurance

Main Available Membership Rates

Membership Type	Cost
Full Adult Playing Membership	€ 200.00
Student (Over 18) Playing Membership - <i>for those in full-time education.</i>	€ 200.00
Full Non-Playing Membership - <i>is available to adults actively involved in club activities e.g mentors, administrators or parents of players involved with teams.</i>	€ 120.00
Associate Membership - <i>is available to Adults who are supportive of the Club but not actively involved in Club activities e.g. social members or adults in the community who support the Club</i>	€ 120.00
Spouse Membership - <i>is available to a spouse/partner of a Full or Associate member.</i>	€ 50.00
Spouse/ Associate Overseas Membership	€50.00
OAP Membership - <i>Full or Associate member 65 years of age or older</i>	€ 60.00
Minor Membership <i>This membership is for those born in years 2000-2001 (U17-U18 in 2018).</i>	€200.00
Juvenile Membership <i>This Membership for those born in years 2002 to 2009 (U9 – U16 in 2018).</i>	€200.00
Family Membership (Option 1) <i>This Membership consists of 1 parent/guardian, who is a Full or Associate Member, and 1 child (Youth, Minor, Student).</i>	€ 225.00
Family Membership (Option 2) <i>This Membership consists of 1 parent/guardian, who is a Full or Associate Member, and 2 children (Youth, Minor, Student).</i>	€ 305.00
Family Membership (Option 3) <i>This Membership consists of 1 parent/guardian, who is a Full or Associate Member, and 3 children (Youth, Minor, Student).</i>	€ 365.00
Family Membership (Option 4) <i>This Membership consists of 1 parent/guardian, who is a Full or Associate Member, and 4 or more children (Youth, Minor, Student). i.e. Family membership is capped at this level.</i>	€ 425.00
Family Membership (Option 5) <i>This Membership consists of 2 parents/guardians, who are Full Members, and 1 child (Youth, Minor, Student).</i>	€ 345.00
Family Membership (Option 6) <i>This Membership consists of 2 parents/guardians, who are Full Members, and 2 or more children (Youths, Minors, Students). i.e. Family membership is capped at this level.</i>	€ 425.00

Section 7

Medical

CONCUSSION

Contrary to popular belief, most concussion injuries occur without a loss of consciousness and so it is important to recognise the other signs and symptoms of concussion. A symptom is something a player will feel whilst a sign is something a team-mate or coach will notice. Please familiarise yourself with best practice on concussion by accessing this link

<http://learning.gaa.ie/node/85165%20>

INJURIES / INSURANCE: Boys' Injury scheme

Risk is an inherent factor in sport, as in life. When members voluntarily take part in Club activities, they accept the risks that such participation may bring. If a member is injured while participating in an official club match or training session and incurs medical or physiotherapy costs as a result of that injury they are expected to seek reimbursement of these costs from their own personal accident/health insurance schemes in the first instance. In the event that these schemes do not fully recompense a member's costs they can apply to the GAA and/or the Club's Supplementary Injury schemes to seek repayment of any outstanding amounts. The procedure for claiming these outstanding amounts depends on the costs and treatments involved.

Procedure 1: Medical Costs Less than €100 & All Physiotherapy

For any medical claims less than €100 and for all physiotherapy treatments, the club's Supplementary Injury Scheme is to be used. To avail of this scheme please fill in the Player Supplementary Injury Scheme Claim Form. This form is available on the club's website and is shown below. This is to be returned to the relevant Injury Co-ordinator within **30** days of the injury occurring with the original receipts attached.

Procedure 2: Medical Costs over €100

For any claims over €100 the GAA's injury claim procedure is to be used. To avail of this scheme please fill in the GAA injury Claim Form. This form is available on the club's website and is shown below. This is to be returned to the relevant Injury Co-ordinator within **50** days of the injury occurring with the receipts attached.

The GAA impose a strict time limit on how long after an injury is incurred that a claim can be made. GAA forms need to be submitted to the Injury Co-ordinator within **50** Days of the injury occurring to ensure this deadline is met. **Do not wait** for an injured player's treatment to be completed before submitting forms. Additional receipts relating to a specific injury can be submitted at a later date so long as the claim has been registered before the GAA's deadline.

For Further details of the Injury scheme, please Contact Declan O'Rourke, Medical Claims Officer, Boys' Juvenile Committee, djmor@eircom.net Mobile 087 7473632.

Link to information on the Camogie Injury Scheme

http://www.bodengaa.ie/news/camogie_injury_scheme_and_claim_form.451.6067.html

Physio Juvenile Boys

http://www.bodengaa.ie/news/ballyboden_boys_juvenile_physiotherapy_information.13.5253.html

Player Injury Procedure

<http://www.bodengaa.ie/fileupload/Ballyboden%20St%20Endas%20Injury%20Claim%20Procedure%202016.pdf>

Ladies Football Injury information

<http://ladiesgaalic.ie/resources/injury-fund/>

Section 8

Appendices:

Principles of Effective Communication

- Be a Positive and Enthusiastic Coach
- Be demanding but considerate
- Be consistent
- Be a good listener
- Treat all players as individuals
- Communicate in the same manner with your own child as with other players

Verbal:

- Speak Clearly & make Eye contact
- Voice should be only slightly louder than normal speaking voice
- Speaking LOUD encourages players to make noise themselves
- Use language that is easily understood & age appropriate

Non Verbal

- Act in a manner that is consistent with the message you are sending out
- Move amongst the players
- Make regular eye contact
- A hand or a pat on the back or shoulder – conveys support
- Always face the players
- Use a signal (e.g. Whistle)

Positive Reinforcement

- Praise for the Effort
- Provide Corrective Feedback
- Emphasise the players qualities and skills constantly
- Long pep talks are not always a good way to boost confidence.....

Contacts

General Manager	Noel Sheridan	4946350	087 2933829	noelpsheridan@yahoo.co.uk
Bar Manager	Mick Farrell	4947950	087 9978365	
Club P.R.O.	Sinead Ryan		086 3010829	sineadryanmedia@gmail.com
Director of Coaching	Brian O'Regan		087 6998649	oreganbrian@yahoo.com
Club Coach	Paul McLoughlin		086 3350136	paul.mcloughlin@games.gaa.ie

JUVENILE GIRLS COMMITTEE 2018

This committee meets every 4 weeks.

Chairperson	Carol Donaghy	087 9077613	caroldonaghy@gmail.com
Secretary	Karen McGibney		kmcgibney@gmail.com
Club Coach	Brian O Regan	087 6998649	oreganbrian@yahoo.com
Board Rep	Kieran Rudden		Kieran_rudden@yahoo.ie
Games Co-ordinator	Tommy Keogh	087 6819525	keogh.tommy@gmail.com
PRO	Dave Rusk	087 2345605	juvladiesnews@gmail.com
LGFA rep	Damian Coleman	086 2316784	dcoleman@milishfoods.ie
Camogie rep	Cathal Fitzgerald	087 9799308	cbfitz@eircom.net

JUVENILE BOYS' COMMITTEE 2018

Chairperson	Mark Brady	087 9900061	mark.brady32@gmail.com
Secretary	Daire Mac Pháidín	087 2376863	secretarybng.ballybodenstendas.dublin@gaa.ie
Registrar	Dave Kiely	087 6810985	davejkiely@gmail.com
Club Coach	Brian O Regan	087 6998649	oreganbrian@yahoo.com
CCC1 Delegate	Donal Woodcock	087 2220042	d.woodcock10@upcmail.ie
CCC2 Delegate	Mark Brady	087 9900061	mark.brady32@gmail.com
Referee Co-ordinator	Paul Manning	086 8155501	paulnmanning@gmail.com
Children's Officer	Daire Mac Pháidín	087 2376863	dairemacp@eircom.net
Medical Claims	Declan O'Rourke	087 7473632	djmor@eircom.net
Committee	Pat Norris	087 6740683	pjknorris@gmail.com
Football Liaison Officer	Donal Monahan	086 0434006	donalm.monahan@gmail.com
Juvenile PRO	Cliona Mellett	087 979 0482	ourhurlingnews@gmail.com and ourfootballnews@gmail.com

Club Designated Person: Ciarán Maguire (Club Chairman) – Ph:087 2467544

email:ciaran.macuidhir@gmail.com

Ladies Football Children's Officer: Anne McCormack 086 8818005

Camogie Children's Officer: Geraldine Molloy - geraldinemolloy3@gmail.com

Club Children's Office and Boys' Children's Officer: Daire Mac Pháidín 087 237 6863 dairemacp@eircom.net

Match Week Checklist	By when
Once fixture published send text, teamer, whatsapp to parents seeking child's availability	Monday
Midweek send follow up message	Wednesday
Confirm details to the referee / referees co-ordinator. (For external referees make a phone call. Don't assume a text or whatsapp is confirmed.) Also good for building relationships.	Wednesday
Before the game ensure umpires/linespeople are confirmed to make for one less task on match day.	Friday
Once numbers confirmed distribute match day plan to fellow mentors confirming match day teams.	Friday

Match Day Checklist	
Jerseys	
Directions to Match venue if Away	
Team list	
Referees Fee	
Subs Slips	
Cones	
Slottars	
Spare Hurleys	
Tape	
Goalie Hurley	
First Aid Bag	
Water bottles	
Footballs & Pump	
Kicking Tee	
Spare Helmet	
Spare Shorts	
Spare Socks	
2 umpires	
Linesperson	
First Aid Nominee if available	
Pitch preparation Home games	
Nets for goals	
Flags	
Dressing Room Keys	
Text result to the Results service	

Club Locations for games for Boys & Girls

Age	Venue
Academy	Knocklyon Park (Ballycullen), Hermitage, Pairc Ui Mhurchu
Under 9 & Under 10	Sancta Maria All-weather cross pitch matches with portable goals
Under 11 & Under 12	Knocklyon Park (Ballycullen) upper pitch with cross pitch small goals
Under 13 to Under 15	Hermitage and Cherryfield – All nets kept in male dressing rooms at clubhouse. Please note female dressing rooms are in the main clubhouse. Access via the pitch side of the clubhouse.
Under 16	Ballycullen (boys) Cherryfield (girls)
Minor & Adult	Sancta Maria, Knocklyon Park & Pairc Ui Mhurchu

Useful websites, coaching materials etc.

www.bodengaa.ie

Club Website

www.dublingaa.ie

Dublin GAA website for information on fixtures relating to boys and adult men

www.dublincamogie.ie

Dublin camogie website

www.dublinladiesgaeltic.ie

Dublin ladies football website

www.learning.gaa.ie

GAA website for games development

Twitter

A range of accounts below that either tweet or retweet good articles related to coaching.

@GAAMECoaching , @connected_coach, @dontfoul, @metrifit , @paudiekissane

@DrSkillAcquisition, @drmartintoms, @CTGProjectHQ, @AnalysisGaa

@Helpmecoachie, @chrisocfl, @GAAlearning, @KieranShannon7

@stu_arm, @DublinGAACoach, @colmnally, @sheikhbarabas

Ballyboden St. Enda's G.A.A. club

The Guidelines for Juvenile Mentors, Parents and Guardians addresses the minimum levels of behaviour, practice and conduct required from our Young Players, Coaches, Officials, Managers, Supporters, Parents/Guardians and Clubs.

DECLARATION I _____ (print name) acknowledge that I have received a copy of the Guidelines for Juvenile Mentors, Parents and Guardians which I have read and understood in full. I agree to be bound by the principles set out in the Code when participating, playing or attending our Gaelic Games.

Signed: _____ (Mentor) Date: _____