

**Subject:** Coaches and Managers Bulletin - March 2025

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**From:** Birkenhead United AFC

**To:** Kylie Dalton



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# Coach and Manager Bulletin

March 2025

Dear Coaches and Managers,

Welcome to the 2025 season at Birkenhead United AFC! As we gear up for another exciting year of football, we want to thank you for stepping into your coaching role. Whether you're returning or new to the club, your dedication to our players and the game is what makes our club thrive.

Below are a few key reminders to get us started on the right foot:

- **Coaches Police Vetting Process for 2025** – If you haven't already, make sure to have completed the online police vetting form before the season starts this weekend. Kylie will be in at the clubrooms on Wednesday from 5.45pm - 6.45pm to check ID's so please bring these in during this time to complete the process. Please note - this is for coaches only, **managers DO NOT** need to complete this. [BUAFC Club Vetting Form](#). Once completed this is valid for 3 years.
- **Team Communication** – Please ensure you have connected with your team's parents and players. Clear communication helps set expectations and keeps things running smoothly.
- **Match day Protocols** – Remember to check match fixtures, confirm referees where needed.
- **Equipment & Gear** – Make sure your team has the necessary gear, and please return all equipment at the end of the season. Let us know if anything needs replacing.
- **Player Welfare & Development** – Creating a positive environment is key! Encourage fair play, development, and enjoyment for all players.

We'll be sending these bulletins each month to keep you updated throughout the season. If you have any questions or need support, feel free to reach out.

Looking forward to a fantastic season ahead!

## Training Days and Times for 2025

A special thanks to those who have completed the **training allocation form**. Please note that **Thursday is fully booked**, as it's our busiest training day. If you're training on Thursdays, please **start and finish on**

**time** to ensure a smooth transition for all teams using the space.

Please note these allocation start from next week: Monday 7th of April, however council has given us permission to begin training at Shepherds Park this week.

Click here to see the schedule for Training Times and Days:

**[BUAFC Training Plan for 2025 Season](#)**

**[Click here for the Field Training Protocols](#)**

## Weekly Results

We have streamlined the process for recording results for our teams. At the end of each game, please enter your scores here:

**[U5 - 8 Weekly Results 2025](#)**

**[U9 - 17 Weekly Results 2025](#)**

If you all could do this each week it will make the process of entering the results into comet quicker for our administration team. Please note - if you have access to comet you can enter your scores directly into there.

You can do this regardless if you are the home or away team, this way we have a record of the Players of the Day/Birko Award Recipients/MVP's.

If your team is competing in the higher level competitions and you have access to Comet, you can upload your results directly and do not need to complete the form.

## Coach and Mangers Information

For key coaching resources, club policies, and important updates, please visit our **Coaches & Managers Information Page**: <https://birkenheadunited.org.nz/coach-and-manager-information>. This page is your go-to hub for everything you need throughout the season, including matchday guidelines, training support, and administrative requirements. Be sure to check it regularly for any updates!



## Home 'Away' Games

For our U9 - 17 Teams, Home 'Away' Games sometimes are played at Onepoto, Kaipatiki and some of our other locals parks.

If you are the Home team, you are responsible for collection and/or return of nets and poles for a Home 'Away' Games you will be contacted in the week leading up to the game and let know if you will be Collecting or Returning the Nets and Poles for the games.

If you have any queries, please email [kylie@buafe.org.nz](mailto:kylie@buafe.org.nz) or [ross@buafe.org.nz](mailto:ross@buafe.org.nz)

# Ball Kids at Home Games (10-12 year olds)

## Ball Kids for Home Games – Men's & Women's First Teams

We are looking for **Ball Kids** for our **Men's and Women's First Team home games** this season! This is a great opportunity for young players to be part of match day action and support our senior teams.

### Key Details:

- Players must be **aged 10 or older** to participate.
- Games are held at **Shepherds Park**, and Ball Kids will be required **30 minutes before kickoff**.
- At least 1 adult will need to attend to help chaperone (this doesn't need to be the coach or manager).
- Your team will need to wear their Birko Uniform, including boots and socks.
- Please bring your team Bibs, as you will be asked to wear them to differentiate from the teams playing.
- Their main roles are to walk out with the teams at the beginning of the match, stay focused on the side line and support the flow of play by retrieving the footballs kicked out of play for the sideline officials.
- They get to watch the game up close and from the sideline.
- All ball kids will also receive hot chips and a drink at the end of the game.

If your team is interested please see the dates of current scheduled games available here:

[\*\*Ball Kid Opportunities 2025\*\*](#)

## Absences

Parents should let the manager or coach know each week if their child will be absent for the game, or for training. Please follow up with your players and their parents with re-occurring absences, and let Kylie know if there are any issues or injuries you feel we should be notified about.

## Helpful Links and Websites

- [BUAFC Player Information](#)
- [NRF Junior Handbook](#)
- [NRF Junior Fixtures](#)
- [NRF Youth Fixtures](#)
- [NRF Community Senior Men Fixtures](#)
- [NRF Community Senior Women Fixtures](#)
- [NRF Junior Coaching Resources](#)
- [NRF Online Refereeing Courses](#)



## **Birkenhead United is on Facebook**

Keep up to date with everything BIRKO

You can use the link [Birkenhead United AFC](#) or search for us on Facebook.

## **Have a question? - Contact Us**

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