

Coaches and Managers Meeting 2026

Toukley Gorokan Football Club

16th March 2026

Canton Beach Sports Club



Est. 1964

Acknowledgement Statement

Toukley Gorokan Football Club acknowledge the Traditional Owners of the land on which we meet today, The Darkinjung people, and recognise their continuing connection to lands, waters and communities. We pay our respect to Aboriginal and Torres Strait Islander cultures; and to Elders past and present.



Sponsor Shout
Out



CANTON BEACH

SPORTS CLUB



Agenda

- Points of contact at the club
- How to register as a coach/manager
- The role of a coach/manager & team official
- How to register as a coach/manager
- Code of Conduct
- Child and member protection
- Training allocations
- Ground closures
- Introduction to using MyComApp as a coach/manager
- Overview of select CCF Rules and Regulations
- Key club events in 2026



Welcome to Season 2025!

- Thank you for volunteering as a coach or manager this season!
- The purpose of this meeting is to provide you with the information you need to have a fun and enjoyable season
- The club has experienced record growth this season – this has led to the need to order additional jerseys and training equipment – we ask for your patience whilst we await this equipment
- If you have not already, please ensure you have signed in at the sign in desk and completed a Coaches Code of Conduct Form
- If you are interested in assisting the club and its volunteer committee with other smaller or larger roles, please email secretary.tgfc@gmail.com or join the Gunners Volunteers Group.



Gunners
Volunteers
WhatsApp
Group



Club Contacts (Relevant to Football Operations)

- President – Josh Eggleton (president.tgfc@gmail.com)
- Vice President – Kurt Blewitt (vicepresident.tgfc@gmail.com)
- Secretary – Sam Hanham (secretary.tgfc@gmail.com)
- Treasurer – Helen Eggleton (treasurer.tgfc@gmail.com)
- Club Football Manager – Dee Crawford (clubfootball.tgfc@gmail.com)
- Registrar – Emma McMullen (registrar.tgfc@gmail.com)
- Child and Member Protection Officer – Kelly Ross
childandmemberprotection.tgfc@gmail.com
- Men's Club Captain (Senior Men's Football Manager) – Bailey Cahill
- Women's Club Captain (Senior Women's Football Manager) – Jo McNamara
- Junior Football Manager – Brendan Westerdyk
junior.football.tgfc@gmail.com
- Small Sided Football Manager – Gen Doherty
smallsided.football.tgfc@gmail.com



Communication

- The clubs main forms of communication outgoing are via MyCompApp and Socials
- Incoming communication is via Socials (Facebook Messenger) and email (website query directed to email)
- Recommend all coaches and manager create a team specific Messenger, WhatsApp etc group for team communication
- Coaches and Managers can also use MyCompApp to communicate with their teams (more in this in a later slide)



The role of the Coach and Manager

- Manager Role (suggested):
 - Communication point between team and club
 - Communicate club announcements to the team
 - Communicates weekly game schedule and any washouts or changes to games (noting this is also available and/or sent to all registered players via MyCompApp)
 - Assists coach with organising team on game day
 - Arranges fill in players (if required)
- Coaching Role (suggested):
 - Plans and runs weekly training sessions
 - Organises the team on match day
 - Arranges fill in players (if required)

Match Day Coaches and Managers Tasks

- All teams are required to have a team match official in a high vis vest at all games (vest provided with jerseys).
- Any issues of concern can be raised to the Ground Official on duty
- Team sheets (competition teams (U11 and above) only) are to be submitted via MyCompApp 30-minutes before kickoff
- Give out and collect team jerseys
- Your team may be required for Canteen/BBQ duty or be on field setup or pack down
- Pay referees fees for games (AA/O35/)45 only)
- Forfeiting a fixture must notify CCF, by 12pm Friday for weekend games or by 12pm on the day of the match for midweek games

Team Official

- Each Team is to provide One (1) Vested Team Official for each match
- A Vested Team Official must:
 - Be 18 years of age or older.
 - Wear clearly identifiable vest
 - Not be injured or incapacitated
 - Be located near the playing field in such a position that they can see and act upon any disturbance that may eventuate.
 - Make themselves clearly visible to the Match Officials prior to the commencement of a Match and ensure their names are displayed on the applicable team sheet.
 - Not consume alcohol or smoke whilst acting as a Vested Team Official
 - Not engage in any verbal or physical altercation
 - Not, unless it is safe to do so, approach opposition spectators behaving inappropriately and must instead approach the opposition Vested Team Official to resolve any issues. If the opposition Vested Team Official is unwilling or unable to assist, and the opposition spectators continue to behave inappropriately, the Vested Team Official should approach the home club Ground Official for further assistance ,
- Teams and Vested Team Officials that fail to comply with these Rules and Responsibilities may be fined by CCF


Coach and Manager Vests

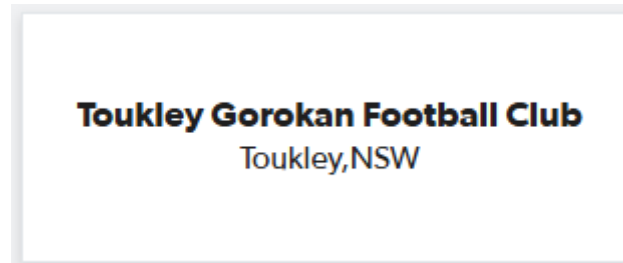
VOLUNTEER SUPPORT

2000+ CADETS, COACHES + MANAGERS

The image displays three high-visibility vests used for volunteer identification. From left to right: a yellow-green vest labeled 'CADET', a blue vest labeled 'COACH', and a white vest labeled 'MANAGER'. Each vest features a small circular logo in the upper right corner. The background of the graphic shows a group of people at an outdoor event, with some wearing similar vests labeled 'RUNNER' (pink), 'WATER CARRIER' (white), and 'COACH' (dark blue).

How to register as a Coach or Manager

- 1) Football registrations on PlayFootball via  <https://ahlc.short.gy/gTeO50>
- 2) Select Coaches, Referees & Volunteers
- 3) Search for Toukley Gorokan Football Club



- 4) Login using your Sign In details
- 5) Select Coach or Team Manager Product (click on details)
- 6) Click Register and follow the process

Code of Conduct

- CCF Code of Conduct - https://www.toukleygunners.com.au/wp-content/uploads/2020/11/ccf_code_of_conduct.pdf
- TGFC Code of Conduct – Coaches - https://www.toukleygunners.com.au/code_of_conduct_coach-2/
- TGFC Code of Conduct – Officials - https://www.toukleygunners.com.au/code_of_conduct_official-2/
- Refer to club website for Code of Conduct also for Players, Parents and Committee members
- Can all coaches and managers please read the printed copy of the Code of Conduct and sign and return to sign in desk.

Code of Conduct



Toukley Gorokan Football Club Inc. Code of Conduct – Coach

1. I will remember that players participate for enjoyment and winning is only part of the fun
2. I will never ridicule or yell at players for making a mistake or not winning
3. I will be reasonable in my demands on players' time, energy and enthusiasm
4. I will operate within the rules and spirit of the game and teach my players to do the same
5. I will ensure that the time players spend with me is a positive experience. All players are deserving of equal attention and opportunities
6. I will not use bad language nor will I harass players, officials, spectators or other coaches
7. I will ensure that equipment and facilities meet safety standards and are appropriate to the age and ability of all players
8. I will display control, respect and professionalism to all involved with the sport including opponents, referees, coaches, officials, administrators, the media, parents and spectators. I will encourage my players to do the same.
9. I will show concern and caution toward sick and injured players and follow the advice of a physician when determining whether an injured player is ready to recommence training or competition
10. I will obtain appropriate qualifications and keep up to date with the latest coaching practices and the principles of growth and development of young players
11. I will not arrive at the venue under the influence of drugs, intoxicated or drink alcohol at junior matches or when I am carrying out official duties.
12. I will not allow the unlawful supply of alcohol at training, games or club functions
13. I will respect the rights, dignity and worth of all people involved in the game, regardless of their gender, ability or cultural background
14. I will promote adherence to anti-doping policies.
15. I will uphold the dignity and reputation of my Club and the game.

☞.....

I acknowledge that I have read and understood the above code of conduct and agree to abide by those conditions.

Name of Coach:Team:

Signature of Coach: Date:

Reviewed September 2021



Child and Member Protection

- All Coaches and Managers involved with **players under the age of 18** (including in all age and grade teams) are required to have a Working with Children's Check.
- This can be obtained online from Service NSW and is free for all volunteers. This can take a few weeks to come through so please apply ASAP.
- Scan the QR code to take you to the relevant web page



Child and Member Protection

- Updated Grievance Policy available on TGFC Website
- If you have any feedback, concerns or are not sure of something please reach out.
- Childandmemberprotection.tgfc@gmail.com

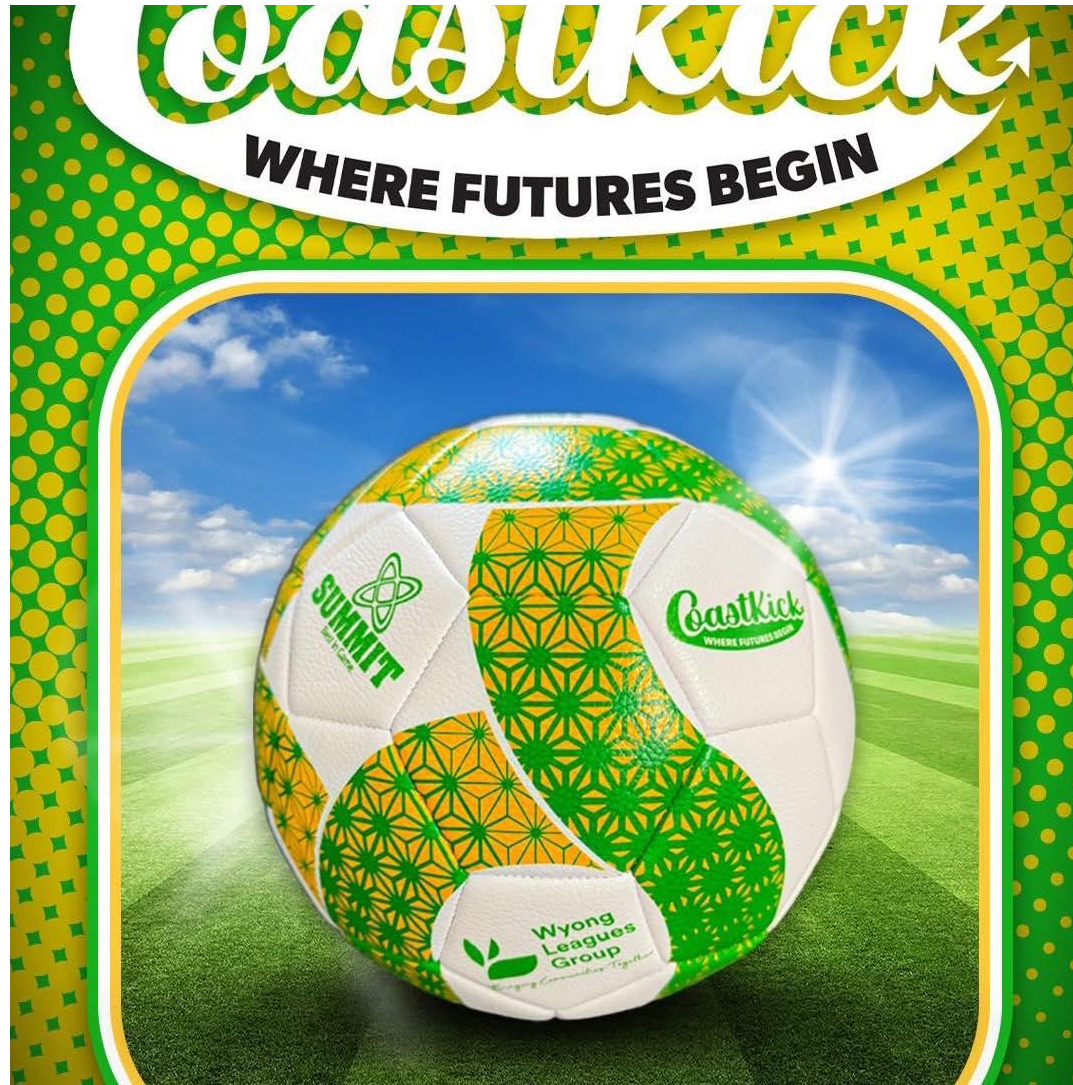


Kits and Jerseys

- All teams receive a training kit with balls, bibs and cones, two portable goals (for small sided teams), your teams jerseys, team official vest and coaches and managers bibs. **NOTE: Any coach that has yet to collect their kit can do so after this meeting at Harry Moore Oval**
- Coaches and Managers are responsible for these kits
- It is the preference of the club that coaches and managers keep jerseys together as a kit and not hand them out to each individual player. This helps to prevent jersey damage or lost jerseys.
- Players are not to wear jerseys other than at game times.
- Jerseys and training kits are also to be returned at the end of the season, clean and back in the bag provided.
- Jerseys are not to be placed in a clothes dryer as they may become damaged due to the material they are made out of.
- Damaged equipment or lost/damaged jerseys may result in a replacement fee pending circumstances.
- The club are currently ordering additional jerseys for those teams not in the standard yellow jerseys or who require size swaps. Your patience and understanding on this is much appreciated.



Reminder –
CoastKick
Packs for U5-
U18 Female
Players



Reminder – Under 5 Gunners Packs

TOUKLEY GOROKAN GUNNERS U5 GUNNERS PACKS

Every U5 registered player for the
2026 season will receive-

Free!!!

- Drawstring bag
- Ball
- Playing socks
- Playing shorts
- Shin Pads



CB
CANTON BEACH
SPORTS CLUB



Reminder – Under 6 & 7 Gunners Packs

TOUKLEY GOROKAN GUNNERS U6 & U7 GUNNERS PACKS

Every U6 & U7 registered player for
the 2026 season will receive-

Free!!!

- Drawstring bag
- Ball
- Shin Pads



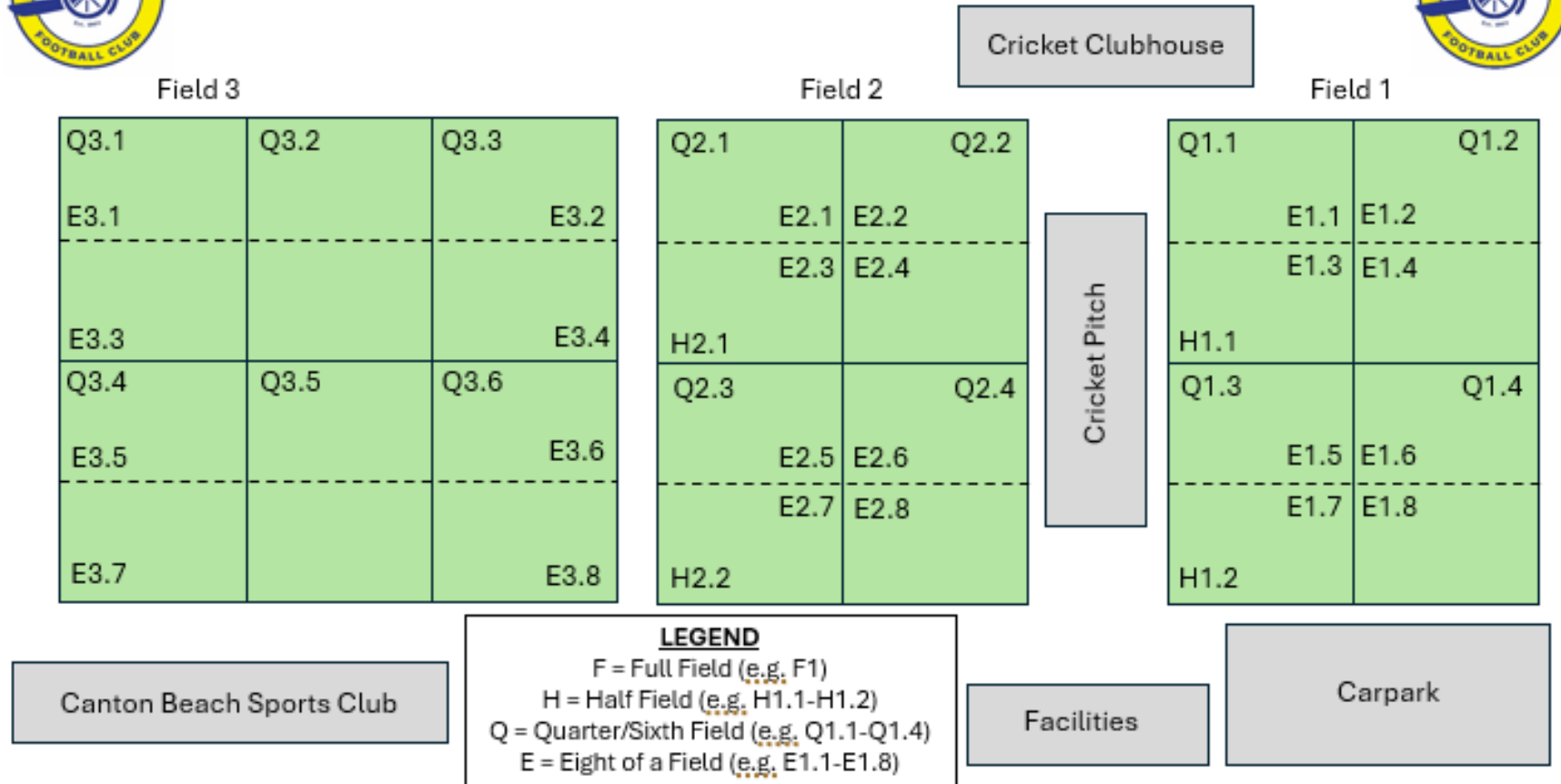
Training Allocations

- Training nights (with lights on) are Tuesday and Thursday 5.30-8.30pm and Wednesday 6-8pm (note we will be required to start early in daylight hours).
- All teams need to stay within their allocated slots on the oval, and within their allocated times.
- Please note your teams preferred training times on the sign in sheet if you have not passed this on the club already.
- The club will endeavour to allocate your preferred training day and time but there may be a need to change to suit field availability.
- Please do not move to a different part of the oval that looks available as not all teams start training at the same time in each block.

Training Allocations



TRAINING NIGHT LAYOUT 2026



Harry Moore Oval Matchday Field Layout



Ground Closures (Wet Weather)

- Monday to Friday Central Coast Council assess fields for suitability of training & field closures will be updated on the Council website by 2pm daily.
<https://www.centralcoast.nsw.gov.au/recreation/sports/sportsgrounds>
- On weekends clubs undertake field inspections as required and make an assessment for games based on criteria set by Council.
- Ground closures for the weekend can be viewed on the public website <https://ccf.mycompapp.com/#/fields> & are sent as a notification via MyCompApp to all registered players, coaches and managers.
- The club will post Harry Moore Oval ground closures on club socials but MyCompApp is to be used as the sourced of information regarding game day ground closures and change of field/time.

Canteen/BBQ Duty and Field Setup and Packdown

- Throughout the season teams will be asked to assist in the canteen/BBQ before or after home matches.
- Team's assistance will be as balanced as possible with teams doing 3-4 home games across the season for ~1 hr stints depending on times/ days and age groups available.
- The first team on each field will be required to set up each weekend. Set up needs to occur 45min before kick off. Corner flags, nets/ goals and benches will all be required to be put out.
- Pack up of a field is by the last team on the field each day. At pack up a team is required to bring all goals/ nets, corner flags and benches to the club house and put away in the correct areas.
- The ground official will be able to direct/assist with field setup and pack up.
- Forward notice for canteen/BBQ duty and nets up/down will be provided by the club weekly via MyCompApp.

Referees

- Under 5-Under 11 games are assigned a TGFC cadet referee – the cadet referees are small-sided/ junior players from our club who put their hands up to run these games – please be respectful and assist if required. Cadet referees have a parent supervisor present for games and will be wearing a cadet referee vest.
- U12 – U16 and All Age/ O35/ O45 games are (ideally) assigned a CCF appointed referee. However, CCF are not always able to assign a referee for all games. It then falls to the home team to provide a volunteer referee.
- Please be understanding and prepared to source a referee if one is not available by CCF appointment. The club will assist where possible.

Referees Fees

- All small sided and junior teams (U5-U18) and Division 1 Grade have had referee/match fees included in registration.
- All All Age/O35/O45 teams will be required to pay referee/match fees for all games (home and away) to the canteen.
 - Centre Referee - \$80
 - Line Ref 1 - \$40
 - Line Ref 2 - \$40
 - This means a game with a centre and both linesmen would cost the team $\$160 \times 50\% = \80 (noting the other 50% is paid by the opposing team)

Player of the Match Vouchers

- Small Sided Team – TBC
- Junior Teams – One \$20 Canton Beach Sports Club voucher per team per week
- Senior Teams – One \$20 Canton Beach Sports Club voucher per team per week



Coaching Courses

CCF offers the following coaching courses:

- Mini Roos Coaching Course (Free)
- Foundation of Football (\$100)
- C License (\$1,000)

TGFC will be sponsoring one coach to complete their C license and 10 coaches to complete their Foundation Of Football Course. Please reach out to the club if interested.



Coaching Resources

- TGFC Coaches One Pager – being prepared
- TGFC Coaches and Managers Facebook Group
- Small Sided – Early Comp Warm up/ cool down drills: <https://www.footballaustralia.com.au/performance/football-australia-fundamentals>
- Competition/ Senior Football Warm up/ cool down drills: <https://www.footballaustralia.com.au/performance/football-australia-perform>
- Small Sided Training drills handbook: https://belnorth.com/wp-content/uploads/2015/08/Grassroots_Certificate_Manual.pdf
- Football Australia Coaching Resources: <https://www.playfootball.com.au/coach/resources>
- Football Australia coaching sessions: <https://www.playfootball.com.au/coaching-sessions>
- Mini Roos Activity Guide (U5-U7): <https://www.playfootball.com.au/sites/play/files/2020-01/MiniRoos-Activity-Guide.pdf>
- Skills Acquisition Manual (U8-U11): https://www.playfootball.com.au/sites/play/files/2018-08/FOOTBALL_Skill%20Acquisition%20Manual_A4_Web_Single%20Pages%5B1%5D.pdf

Junior Football Development Officer

- Kurt Blewitt will be returning this season as our Junior Football Development Officer
- Kurt is progressing towards his B License and will be overseeing the Gunners Football Development Program, Gunners Female Football Development Program and Gunners Academy programs
- The Gunners Development Program is available for all registered small sided and junior players from U8+ and aims to teach, help and engage kids in a positive, fun and safe environment to develop their footballing ability.
- The program will comprise fortnightly sessions run by Kurt and other club coaches separate to individual team based training and will include targeted sessions for attackers, defenders and goalkeepers.
- Kurt's role also includes active support of our small sided and junior coaches



Gunners Football Development Pathways



Gunners Academy

- 8-week program
- Open to the highest graded A or B grade team in each age group U8-U14
- Advanced skills development program

Gunners Development Programs

- 8-week Female Football Development Program for all female players U7-U16
- Gunners Development Program (GDP)
- GDP is a skill based development program including specialised positional coaching (e.g. goalkeeper) and is open to all players U8-U18

Social Football

- Team based training only

Physiotherapy and Strength and Conditioning Support



TOUKLEY GOROKAN
FOOTBALL CLUB
EST. 1964

PHYSIOTHERAPY PARTNER



PLINTH 2 PITCH
SPORTS & PERFORMANCE PHYSIO



Gunners Online Store

SCAN ME



Club Events and Key Dates

- Club Access to Harry Moore Oval – 30 March
- Full Draw Released – 31 March
- Round 1 – 10-12 April
- Anzac Day March – 25 April
- Old Gunners Day – TBC
- Open Air Movie Night - TBC
- Pink Socks Weekend – TBC
- Small Sided Presentation & Junior Presentation – TBC
- Senior Presentation – 24 October

CCF Regulations

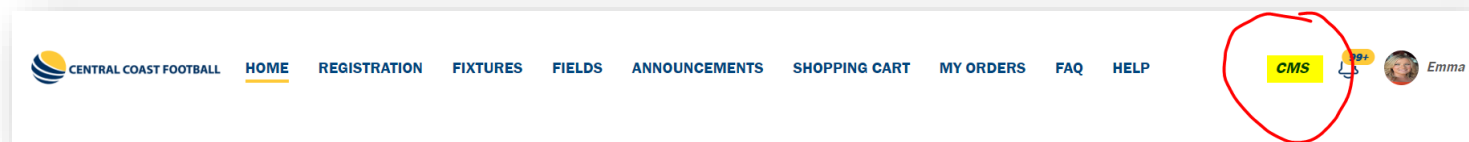
- [Refer: 2026 Competition Rules & Regulations](#)
- [Refer: 2026 Grievance and Disciplinary Regulations](#)
- Competition Rules and Regulations key points:
 - Section 2.3.3 Movement of Players Between Teams
 - Section 2.3.4 Final Series Eligibility
 - Section 2.4.12 Playing Strips - In the event of a clash of colours, the HOME team shall change to an alternate playing strip which does not conflict with the playing strip of their opponents.
 - Section 2.4.15 Team Sheets
 - Any team who forfeits within the last 3 rounds of the normal competition will not be eligible to play in the Finals Series.
 - Teams forfeiting a second and subsequent fixtures will have the result recorded as a four (4) – Nil (0) loss to the forfeiting team and will have an additional three (3) competition points deducted per forfeit.

CCF Regulations

- Grievance and Disciplinary Regulations key points:
 - Section 7 Temporary Dismissals – any player who receives a yellow card for dissent will receive a temporary dismissal for 5/10-minutes
 - Using offensive, insulting or abusive language to a referee or assistant referee now carries a minimum penalty of 4 Matches.

Managing your team on MyCompApp

- Note – Teams will be visible in MyCompApp from 19 March
- Each team will have an account on CCF's site, MyCompApp.
- Once you have registered, you will soon be allocated to your team. From there you will manage the team sheets, shirt numbers, view fixtures/results and make team announcements
- MyCompApp log in ;
 - 1) Log onto MyCompApp using your account information, if you do not have one, follow the steps to register an account.
 - 2) Select '**CMS**' in the top right corner once logged in
 - 3) Ensure your 'Team Manager' or 'Coach' role is chosen in the top right drop down box

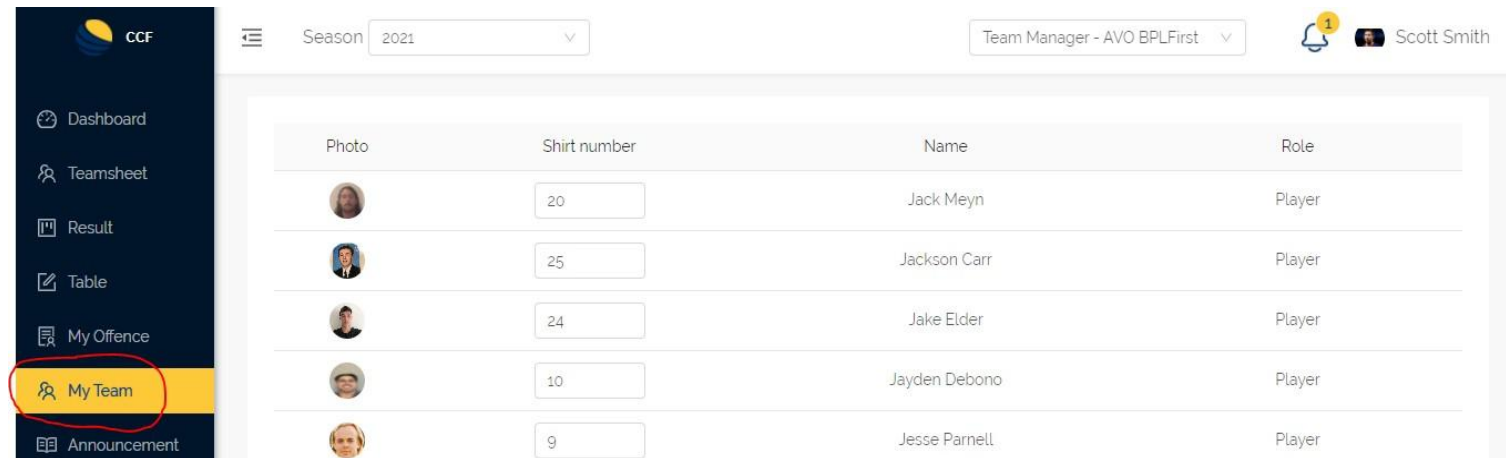


MyCompApp - Shirt Numbers






Shirt Numbers

From the left select 'My Teams' then on the page, you will see a free form box to enter in a shirt number beside each player.

These stay the same week to week once entered, but **MUST** be changed if the shirt number for that person has changed before submitting that weeks Teamsheet



The screenshot shows the MyCompApp interface. On the left, a dark blue sidebar menu contains several options: Dashboard, Teamsheet, Result, Table, My Offence, My Team (highlighted with a red circle), and Announcement. The main content area displays a table of players for the 2021 season. The table has columns for Photo, Shirt number, Name, and Role. Each player's name is followed by a text input field for their shirt number. The players listed are Jack Meyn (20), Jackson Carr (25), Jake Elder (24), Jayden Debono (10), and Jesse Parnell (9). The interface also shows a 'Season' dropdown set to 2021, a 'Team Manager - AVO BPLFirst' dropdown, and a user profile for Scott Smith.

Photo	Shirt number	Name	Role
	<input type="text" value="20"/>	Jack Meyn	Player
	<input type="text" value="25"/>	Jackson Carr	Player
	<input type="text" value="24"/>	Jake Elder	Player
	<input type="text" value="10"/>	Jayden Debono	Player
	<input type="text" value="9"/>	Jesse Parnell	Player

MyCompApp - Teamsheets

Managing the Teamsheet

Prior to each game, the Team Sheet must be submitted on your phone via the MyCompApp app.

- 1) From the menu, select 'Teamsheet'
- 2) Ensure the correct league is selected from the drop down box
- 3) Click on that weeks Teamsheet as shown;

Season: 2021

Team Manager - AVO BPLFirst

Teamsheets to be locked automatically at kick-off time

2021 MATE Association

Date time	Round	Competition	League	Field	Home team	Away team	Players	Fixture status	Options
19-03-2021 20:15 - 22:15	3	2021 MATE Association Cup	Mens 1st Pool C	Plum Park	• AVO BPLFirst	• KDS BPLFirst	0	PUBLISHED	Teamsheet
14-03-2021 11:00 - 13:00	2	2021 MATE Association Cup	Mens 1st Pool C	Plum Park	• AVO BPLFirst	• WYG DIV1First	16	PUBLISHED	Teamsheet

MyCompApp - Teamsheets

4) This screen allows you to add or remove players by checking/unchecking the tick box, add or alter shirt numbers, borrow a player and add vested officials.

Once your teamsheet is complete, click 'save'. Only click 'publish' when your teamsheet is finalised and there will not be any further changes made. The teamsheet will be locked at the time of kick off.

Create teamsheet

14-03-2021 11:00 - 13:00 AVO BPLFirst vs WYG DIV1First

Photo	Number	Name	Role	Suspend	Borrowed
<input checked="" type="checkbox"/>	21	Carlo Cervo	Player	-	B
<input checked="" type="checkbox"/>	20	Jack Meyn	Player	-	
<input checked="" type="checkbox"/>	25	Jackson Carr	Player	-	
<input checked="" type="checkbox"/>	24	Jake Elder	Player	-	
<input checked="" type="checkbox"/>	10	Jayden Debono	Player	-	
<input checked="" type="checkbox"/>	9	Jesse Parnell	Player	-	
<input checked="" type="checkbox"/>	28	Joshua Edwards	Player	-	
<input checked="" type="checkbox"/>	5	Liam Collins	Player	-	B
<input checked="" type="checkbox"/>	4	Mathew Edwards	Player	-	

Match day supervisor:

Home vested official:

Away vested official:

Borrow a player

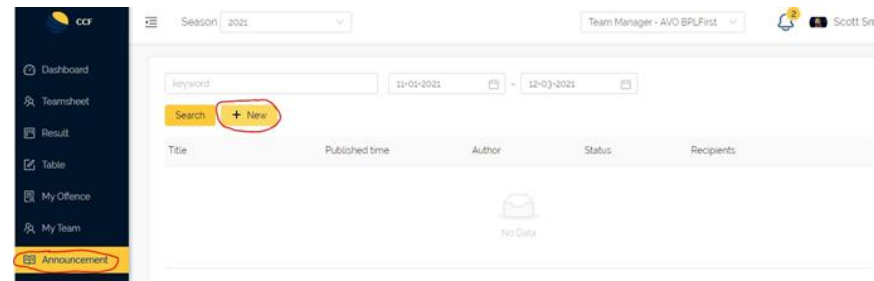
Players on sheet: 16 / (1 - 16)

MyCompApp - others

Results/tables - can be viewed via the menu on the left labelled 'Results' and 'Table'

Offences – can be viewed via the menu on the left labelled 'My Offences' and display offences and suspensions for your team

Announcements – messages can be sent via email and notifications to players who have the app.
To send a message, click on 'announcement' on the menu bar, and then '+new'



Create your message and 'save as draft'. Once the draft has been saved you can then edit, preview or publish the message.