



# **Endeavour City Football Club (ECFC)**

## **2026 Parent Information Pack**

Foundation Year

*Building Foundations • Community • Football*



# Table of Contents

|   |   |
|---|---|
| 1. Welcome to the Club .....                                      | 3 |
| 2. Season Information.....  | 3 |
| 3. Registration & Fees (Sponsored by Soccer Fun Academy) .....    | 3 |
| Uniforms .....  | 4 |
| Refund Policy .....   | 4 |
| 4. Codes of Conduct (VCFA Standards full see Appendix 6) .....    | 4 |
| Player Expectations: .....  | 4 |
| Parent & Spectator Expectations: .....                            | 4 |
| Child Safety & Welfare: .....                                     | 4 |
| 5. Communication Channels .....                                   | 5 |
| WhatsApp (Primary Communication Channel).....                     | 5 |
| Email (Admin, Invoices & Child Safety) .....                      | 5 |
| Dribl (Fixtures & Competition Information).....                   | 5 |
| Attendance & Absences .....                                       | 5 |
| 6. Sideline Rules .....   | 5 |
| 7. Player Equipment & Uniform .....                               | 5 |
| 8. Volunteers Needed.....   | 6 |
| Team Manager.....   | 6 |
| Match Steward (Parent Volunteer Role) - Refer to Appendix 2 ..... | 6 |
| Linesman (Match Day Role) .....                                   | 6 |
| 9. Sponsorship Opportunities .....                                | 7 |
| 10. Club Declaration .....  | 7 |
| 11. Pre-Match Prayer .....  | 7 |
| Appendix .....  | 8 |
| 1. Match Rules for SSG (Short Sided Game) .....                   | 8 |
| 2. Roles of a Match Steward .....                                 | 9 |
| 3. VCFA Match Rules (Full Version).....                           | 9 |
| 4. VCFA Child Safety & Wellbeing Policy .....                     | 9 |
| 5. VCFA Head Concussion Guideline .....                           | 9 |
| 6. VCFA Code of Conduct Full Version.....                         | 9 |
| 7. VCFA Child Safety Code of Conduct .....                        | 9 |
| 8. VCFA Child Safety Complaint Form .....                         | 9 |
| 9. VCFA Terms and Condition of Registration .....                 | 9 |



## 1. Welcome to the Club

At Endeavour City Football Club (ECFC) our mission is to bring the community together through football.

ECFC is the non-profit community arm of our program, proudly managed and operated by the Soccer Fun Academy team.

We aim to provide a safe, inclusive and supportive environment where children of all abilities can learn, develop skills and enjoy the game.

Our focus is fun, learning and teamwork. While we compete each week, it's important to remember we are not playing for the World Cup. The goal is development, participation and enjoyment of football.

As a foundation member, you are helping us build a positive football culture based on Foundations & Fun.

## 2. Season Information

ECFC will compete in the Victorian Churches Football Association (VCFA) competition – details are:

- The season includes 18 competitive matches played on Saturday mornings.
- Match times, venues and opponents will be provided closer to each round.
- Players should arrive 30 minutes before kick-off for warm-up and preparation. (This ensures players are safely warmed up and the Team Manager can finalise the match sheet.)

## 3. Registration & Fees (Sponsored by Soccer Fun Academy)

The season fee is \$450 and must be paid by 30<sup>th</sup> April. **Payment Plans:** We believe every child should play. For confidential payment plans, please contact our Treasurer, **Belinda Bittman**, at [admin@soccerfun.com.au](mailto:admin@soccerfun.com.au) .

The fee includes:

- VCFA team entry fee
- VCFA player fee
- VCFA Administration - Dribl fee
- Insurance for players, volunteers and spectators
- Match day costs
- Ground leasing
- Training equipment (balls, cones, nets, bibs etc.)
- Coach fee

### What Is *Not* Included

Parents are responsible for providing:

- **Soccer boots** (must be purchased from any reputable sporting goods store)



## Uniforms

The full ECFC uniform package is **\$75**, which includes:

- ECFC jersey
- Black shorts
- White socks
- Shin guards

This is a one-off purchase and must be worn for all matches.

## Refund Policy

We understand circumstances can change; however, ECFC must follow a clear refund structure due to VCFA costs:

- **Rounds 1–4:**  
Refunds are available **only for the portion of fees not paid to VCFA.** (VCFA registration fees are non-refundable once the season begins.)
- **After Round 5:**  
**No refunds will be issued** for any reason, as all league fees and team costs have already been committed.

This policy ensures fairness while keeping our community club sustainable.

## 4. Codes of Conduct (VCFA Standards full see Appendix 6)

Players, parents, and spectators are expected to uphold the values of ECFC at all times. Our behaviour standards follow the VCFA Codes of Conduct and Child Safe Standards.

### Player Expectations:

- Play by the rules and show respect to referees, coaches, teammates, and opponents.
- Demonstrate sportsmanship, play fairly, and use positive language.
- **Swearing, blasphemy, abusive language, or disrespectful behaviour is strictly prohibited.**
- Referees have the authority to issue **yellow or red cards** for inappropriate language or behaviour.

### Parent & Spectator Expectations:

- Encourage effort, fair play, and teamwork.
- Support players positively and **never criticise or shout at children**, including players from the opposing team.
- Respect referees, coaches, volunteers, and opposition supporters at all times.
- **Use of offensive language, swearing, or verbal abuse is not tolerated** and may result in removal from the venue.

### Child Safety & Welfare:

- ECFC has **zero tolerance for child abuse** of any kind.
- The club follows all VCFA Child Safe Standards.
- Please refer to:
  - **Appendix 7:** VCFA Child Safety Code of Conduct
  - **Appendix 4:** VCFA Child Safety & Wellbeing Policy



## 5. Communication Channels

### WhatsApp (Primary Communication Channel)

- All team communication is delivered **through WhatsApp**.
- This includes weekly reminders, last-minute changes, updates from the Team Manager, and urgent notices.
- **Parents must check WhatsApp regularly**, especially **Friday nights around 8:00pm**, as fixtures can change within 24 hours.

### Email (Admin, Invoices & Child Safety)

- **Invoices** are issued through **Xero** to your registered email address.
- For **administration or child-safety matters**, email is preferred so we can track and respond properly.
- Emails will receive a reply within **24-48 hours**.

### Dribl (Fixtures & Competition Information)

- All official fixtures are published on **Dribl**.
- While this is the official source, the **Team Manager will still remind families via WhatsApp**.

### Attendance & Absences

- If your child will be **late or absent from training or a game**, please send a message on **WhatsApp** as early as possible.

## 6. Sideline Rules

- **Only coaches** provide instructions during matches.
- Parents must remain behind the sideline and not enter the field of play.
- Referee decisions must be respected and yelling at referees or players is not acceptable.
- Players should always be encouraged positively.

## 7. Player Equipment & Uniform

Players must wear the ECFC match kit consisting of the ECFC jersey, black shorts and white socks and **shin guards** (mandatory for all training and matches)



## 8. Volunteers Needed

ECFC is a community-run club and relies on volunteers. We are seeking 3 volunteers per team:

### Team Manager

- Main point of contact between parents and coaches
- Communicates via WhatsApp game times and updates with parents
- Send the final score after each game to the WhatsApp group
- Must attend every game
- Organise a parent roster for half-time fruit / oranges
- Ensure each player has the correct uniform and shin guards
- Check the first aid kit is stocked and available
- Ensure the game has a referee and a linesperson

### Match Steward (Parent Volunteer Role) - Refer to Appendix 2

For VCFA games we need **one Match Steward (18+)** at each match. The steward wears a vest and helps ensure the game runs smoothly and safely.

Main responsibilities:

- Stand between the two team areas during the game.
- Ensure spectators stay **1 metre away from the sideline** and not behind the goals.
- Help maintain **good behaviour and sportsmanship** from players and spectators.
- Assist the **referee if any communication with spectators is needed.**
- Ensure anyone sent off leaves the playing area.

It's a simple role that helps keep the game safe and respectful for everyone. No prior experience is necessary; we provide the vest and a 2-minute briefing before kick-off.

### Linesman (Match Day Role)

- Assist the referee during the game.
- Stand on the sideline and watch when the ball goes out of play.
- Indicate **throw-ins, corner kicks, and goal kicks** using the flag.
- Help signal **offside** when required (if instructed by the referee).
- Usually done by a **parent volunteer for each half or game.**



## 9. Sponsorship Opportunities

- Bronze sponsorship \$250 includes website or social media logo placement.
- Silver sponsorship \$500 includes banner display and equipment sponsorship.
- Gold sponsorship \$1,000+ includes official logo placement on team jerseys.

## 10. Club Declaration

By registering, families acknowledge football is a contact sport with inherent risks.

Participants agree to follow all **ECFC and VCFA policies** and the **Club Code of Conduct**. Please refer to Appendix 6 & 7 for the full Code of Conduct.

## 11. Pre-Match Prayer

As per the VCFA Match Rules (4.2.4), each match is to commence with a prayer organised by the home team. This may be led by any individual who is comfortable doing so. We warmly welcome players of all faiths and backgrounds to join in this moment of reflection and sportsmanship.

If required, an example prayer is provided below:

*Dear God,*

*Thank you for the opportunity to play football today and for everyone who makes it possible.*

*Please keep all players safe and guide us to show respect, fairness, and good sportsmanship.*

*Amen.*

## Appendix

### 1. Match Rules for SSG (Short Sided Game)



| Small Sided Games (SSG) Formats |  |  |
|---------------------------------|--|--|
| Playing Format                  | U8 Mixed   | U10 Mixed  |
|                                 | U8 Girls   | U11 Mixed  |
|                                 | U9 Mixed   | U12 Mixed  |
|                                 | U10 Girls  | U12 Girls  |
| Numbers                         | 7v7  | 9v9  |
| Field Size                      | 1/4 Pitch  | 1/2 Pitch  |
|                                 | Length: 40m-50m  | Length: 60m-70m  |
|                                 | Width: 30m-40m   | Width: 40m-50m   |
| Field Markings                  | Alternate colour line markings.<br><i>Low profile cones may be used for external markings only.</i>            | Alternate colour line markings.<br><i>Low profile cones may be used for external markings only.</i>            |
| Penalty Area                    | Semi-circle: 5m deep x 12m wide<br><i>Penalty kick to be taken at top of 5m line</i>                           | Rectangle: 10m deep x 20m wide<br><i>Penalty kick to be taken at designated 8m spot</i>                        |
| Goal Size                       | 2m x 3m  | 2m x 5m  |
| Goal Type                       | May be portable<br>MUST be anchored<br>Must be made of solid metal or plastic material ( <i>not flexible</i> ) | May be portable<br>MUST be anchored<br>Must be made of solid metal or plastic material ( <i>not flexible</i> ) |
| Ball Size                       | Size 3   | Size 4   |
| Goalkeeper                      | Yes  | Yes  |
| Playing Time                    | 20-minute halves (x2)  | 25-minute halves (x2)  |
| Half Time Break                 | 5 minutes  | 5 minutes  |
| Referee                         | Instructing referee  | Instructing referee  |
| Linesmen                        | Encouraged ( <i>clubs to provide</i> )   | Only U12 Mixed and U12 Girls   |
| Competitive (Ladders)           | No   | Only U12 Mixed and U12 Girls   |
| Best and Fairest                | No   | Only U12 Mixed and U12 Girls   |
| Throw-ins                       | Yes  | Yes  |
| Corners                         | Yes  | Yes  |
| Offside                         | No   | Only U12 Mixed and U12 Girls   |
| Substitutes                     | Maximum five (5) substitutes   | Maximum six (6) substitutes  |
| Heading the ball                | Discouraged  | Discouraged  |



## **2. Roles of a Match Steward**

<https://vcfa.org.au/docs/documents/role-of-a-vcfa-match-steward-new.pdf>

## **3. VCFA Match Rules (Full Version)**

<https://vcfa.org.au/docs/documents/2026-vcfa-match-rules.pdf>

## **4. VCFA Child Safety & Wellbeing Policy**

[https://vcfa.org.au/docs/child-safety/vcfa-policy-child-safety-and-wellbeing-update-\(february-2025\)-new.pdf](https://vcfa.org.au/docs/child-safety/vcfa-policy-child-safety-and-wellbeing-update-(february-2025)-new.pdf)

## **5. VCFA Head Concussion Guideline**

<https://vcfa.org.au/docs/club-resources/vcfa-concussion-guidelines-final-new.pdf>

## **6. VCFA Code of Conduct Full Version**

[https://vcfa.org.au/docs/child-safety/vcfa-codes-of-conduct-final-\(august2024\)-new.pdf](https://vcfa.org.au/docs/child-safety/vcfa-codes-of-conduct-final-(august2024)-new.pdf)

## **7. VCFA Child Safety Code of Conduct**

[https://vcfa.org.au/docs/child-safety/vcfa-policy-child-safe-code-of-conduct-final-\(august2024\)-new.pdf](https://vcfa.org.au/docs/child-safety/vcfa-policy-child-safe-code-of-conduct-final-(august2024)-new.pdf)

## **8. VCFA Child Safety Complaint Form**

[https://vcfa.org.au/docs/child-safety/vcfa-child-safety-complaint-record-form-final-\(august2024\)-new.pdf](https://vcfa.org.au/docs/child-safety/vcfa-child-safety-complaint-record-form-final-(august2024)-new.pdf)

## **9. VCFA Terms and Condition of Registration**

[https://vcfa.org.au/docs/documents/vcfa-terms-and-conditions-of-registration-2026-final-new.docx-\(1\).pdf](https://vcfa.org.au/docs/documents/vcfa-terms-and-conditions-of-registration-2026-final-new.docx-(1).pdf)