

How the SACAs are using the STARCLUB Program.



Government of South Australia
Office for Recreation and Sport

be active.



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be active.

SACA Identified a need to assist our affiliated associations & clubs with the changes to the SA Child Protection Act legislation:

- Child Safe Policy
- Screening Volunteers
- Police Checks
- Member Protection Policy



AIM: TO PARTNER WITH OUR STAKEHOLDERS:

- Office for Recreation and Sport / Sport SA
- Office for Volunteers
- Club Players, Coaches, Volunteers, Administrators and Officials
- Association / Regional Volunteers & Administrators
- Local Government
- Media and Sporting networks
- Commercial sponsors



- The SACCA is now using the **STARCLUB Program**:
- Key criteria in their affiliation process, bringing dedicated club development tools to clubs and associations.
- In the ‘Cricket Partnership Program’, packaged with Insurance, Volunteer assistance, Risk Management, and Player & Competition management.



WHAT DO ASSOCIATIONS AND CLUBS NEED TO DO TO REGISTER?
PLEASE NOTE YOU MUST COMPLETE EACH STEP BEFORE PROCEEDING TO THE NEXT STEP

BT EP 1

login to MyCricket
mycricket.sacra.com.au

Your Association or Club requires a MyCricket login please email clbcrce@sa.sacra.com.au clearly identifying your organisation name (and which Association you are linked to if a Club), your name, your phone number and email address. A login will then be forwarded to you within 24 hours.

BT EP2

Register for the National Club Risk Protection Program (Insurance)

- Under the mode of 'Organisation' click 'Organisation'
- 'Insurance - Register'
- Complete the five step process

BT EP3

Complete the J11 Sport Risk Management questionnaire

- Once the five step National Club Risk Protection Program process is complete users will be prompted to complete a J11 Sport Risk Management questionnaire. Click 'Proceed to J11' which will open the J11 Sport website.
- Alternatively the J11 Sport Risk Management questionnaire can be found by searching the organisation's name on the website: www.j11sport.com.au/online/australia/club_selection.aspx
- At the completion of the questionnaire you will be able to immediately email a copy of your Association or Club's Certificate of Currency for Public Liability Insurance.
- Associations will be required to assist SACA in the collection of premiums which are \$130 per senior team and \$65 per junior team.

BT EP4

Update MyCricket contact details
mycricket.sacra.com.au

- Section 1 - Update contact for Parent Organisation/s
- Under the mode of 'Organisation' click 'Organisation' 'Contact for Parent Organisation'
 - Select South Australian Cricket Association (and any other parent association a club may be linked to)
 - Click 'add a new designated contact' and/or delete any old contacts

Section 2 - Update Office Bearers - Roles and Sub-roles

In order for SACA to have direct contact with key individuals within your organisations Associations and Clubs are required to assign the following roles to specific participants:

Office Bearer	Empire/People
President	June
Secretary	Series
Treasurer	
Ground Contact	

Coach	Team Official
Administrator	Junior Coach
Volunteer	Senior Coach

- Under the mode of 'Organisation' click 'People' 'Person list'
- Select 'Any Role' -> 'Any Sub-Role'
- Search for a Person Name and click 'Display list'
- Double click on record which will open a new screen
- Under the role of 'Role' add the new role under 'Add New Role'
- Alternatively remove a current role by clicking 'Remove' under 'Current Role'
- To add a contact under the mode of 'Organisation' click 'People' 'Add a New Person' and follow prompts (include specific 'Role' and 'Sub Role' -> click 'save')

Section 3 - Confirm participant roles from last season

- Under the mode of 'Organisation' click 'People' 'Reconfirm Contact Person Roles'

- Click 'Display All' in the role 'Role Summary' (Section 1)
- Click back the records which require confirming in the table on the left 'No Role'
- Select confirmation action (Section 3)
- Confirm Changes (Section 4)

BT EP5

Join the StarClub Program

- Register your association and begin the self-paced online StarClub journey available through the Office for Recreation and Sport or www.sa.gov.au/starclub

BT EP6

Complete declaration on SACA website

- Complete the Cricket Partnership Program declaration on www.cricinfo.com.au ('Cricket In SA' -> 'Cricket Partnership Program')
- Following the completion of this step SACA will contact you acknowledging receipt of your registration

YOUR ASSOCIATION'S TIMELINE

You need to complete each of the above 4 steps as follows

- Register to join SACA's Cricket Partnership Program to be completed by 31 October 2012
- Register for the National Club Risk Protection Program to be completed by 31 October 2012
- Encourage your member clubs as part of their affiliation with your association to register for SACA's Cricket Partnership Program the National Club Risk Protection Program and the StarClub Program to be completed by 30 November 2012
- Assist SACA in collection of premiums for the National Club Risk Protection Program to be completed by 17th December 2012

For a more detailed 'Help Guide', please visit www.cricinfo.com.au 'Cricket In SA' ->

'Cricket Partnership Program' or email clbcrce@sa.sacra.com.au

Telephone enquiries can be directed to Andrew Caldwell of SACA on 8300 3831 or 0438 826 148

South Australian Cricket Association

Cricket Partnership Program 2012/13

ASSOCIATION REGISTRATION IS FREE

REGISTER NOW

OPPORTUNITIES TO DEVELOP AND GROW YOUR ASSOCIATION

'INSPIRING THE NEXT GENERATION OF PLAYERS AND FANS'

STARCLUB
Government of South Australia
Office for Recreation and Sport
be active
SACA



Government of South Australia
Office for Recreation and Sport

be active.

Welcome to the 2012/2013 CRICKET PARTNERSHIP PROGRAM

Dear fellow Cricket Administrators and Volunteers

Dear fellow Cricket Administrators and Volunteers

On behalf of the SACA's Cricket Department, I invite your association's registration for affiliation with the 2012/13 Cricket Partnership Program (CPP).

Now entering the final season of the CPP, associations affiliated with SACA continue to receive the benefits of the JIL National Insurance program, Improved service and communication, MyCricket developments and free ongoing website. Assistance is also provided by subsidised coaching and umpiring resources, with further promotional offers and financial support for your club teams through our SACA Clearing Funding Program.

Last season the SACA partnered with the Office of Recreation and Sport to utilise the Government's STARC Club Program. This free on-line club development tool helps enable our associations and clubs to meet their ongoing legal obligations. SACA has also lodged the 'Child Safe Environments: Statement of Compliance' with the Department of Communities and Social Inclusion on behalf of our affiliated associations and clubs, and have developed the Affiliates and Club Protection Policy. This includes our Child Safe Policy, as well as policies for anti-discrimination and harassment, avoiding and resolving conflict, and codes of behaviour for players, coaches and parents.

Your association's affiliation with the CPP and adoption of the SACA Affiliates and Club Protection Policy helps ensure your organisation can provide an environment that is safe for all of your members. In addition, this qualifies your coaches and volunteers to access mandatory SA Police Criminal History checks - provided free of charge to affiliated associations and clubs - with the continued assistance from the Office for Volunteers.

SACA is committed to improving cricket in the wider community, consulting with our many stakeholders and the recent Australian Cricket Roadshow, and is looking forward to fulfilling its vision in a country cricket. While challenges exist, we are planning for a sustainable future where together we can develop our associations and clubs, by enhancing the experience for everyone involved, we can grow our game, participants and help to inspire the next generation of players, volunteers and fans.

Wish every cricket association success in achieving their goals for this season.

Yours faithfully



Jamie Cox
SACA Director of Cricket

WHAT DO ASSOCIATIONS RECEIVE?

Insurance

- SACA will provide the National Club Risk Protection program free of charge for association officers, association volunteers, players and coaches in association representative teams.
- SACA will pay associations a 10% service fee for collection of premiums provided or bear 75% of the association's out of pocket costs.
- Good Spars Program - Guidance to assist your club in becoming an accredited Good Spars club.
- Training and assistance in the MyCricket online national management system.
- Assistance with the entering of the association fixtures to MyCricket.
- Access to a free website (SMB) via MyCricket.

Association Development

Important benefits that will assist your association and clubs in complying with recent changes to legislation.

- Affiliation under SACA's Cricket Partnership Program will assist your association and clubs with Department of Communities & Social Inclusion compliance, through SACA's Affiliates and Club Protection Policy (which is available to all affiliated associations and clubs) including:
 - SACA's Child Protection Policy for associations and clubs.
 - SACA's Year Management Policy (as a guideline).
 - SA Police National Criminal Assessment Checks (in case of associations or clubs).
 - MCC Laws of Cricket.
 - SACA's Code of Cricket Competition Rules and Carnival Playing Conditions.

- Office for Recreation and Sport (ORS) Sport Club Development Program.
- Sport Club Program - associations will also be able to access Government policy and training resources.
- In conjunction with ORS, SACA will identify resources for development and arrange appropriate information update sessions for associations and their clubs.
- Good Spars Program - Guidance to assist your club in becoming an accredited Good Spars club.

Facility

- Training and assistance in the MyCricket online national management system.
- Assistance with the entering of the association fixtures to MyCricket.
- Access to a free website (SMB) via MyCricket.

Communication

- Provision of a generic email account for the association or no cost.
- Access to SACA's electronic Cricket in SA newsletter 'between the stumps'.
- Avenue to formally voice opinion/concerns to SACA through the South Australian Metropolitan Cricket Association (SAMCA) or the Country Zone Council.

Junior development

- Provision of advice and guidance in relation to enhancing/establishing playing pathways.
- Guidance in relation to junior competition formats and playing conditions.

Coach and umpire development

- Free access to mandatory Introductory Coaching course (online course) as well as ongoing coaching upgrade sessions.
- Free access for association team coaches to attend a Level 1 Coaching Course.
- Discounted rate for association team coaches to attend a Level 2 Coaching Course.
- Free invitation for two association umpires to attend a Level 1 Umpiring Course.
- Free access to umpire upgrade sessions.
- Discounted rate for association umpires to attend a Level 2 Umpiring Course.

Volunteer recognition

- SACA volunteer passes to Adelaide Oval limited over 150 over and 120 minutes.
- SACA volunteers to SACA volunteer recognition day.
- Opportunity to nominate persons from the association to receive:
 - Cricket Australia - 50 year service gold pin.
 - SACA - 25 year service medal.

Promotion

- One full size article but autographed by the Adelaide Strikers.
 - One replica playing shirt autographed by the Year End Heroes of Adelaide Strikers.
 - Guidance in relation to media liaison, sponsorship proposals and marketing.
- ### Financial
- Advice in relation to government grants/guidance in completion of applications.
 - Provision of SACA letter of support for projects/development / funding applications.



WHAT DO CLUBS RECEIVE?

Insurance

- Insurance coverage at a competitive premium rate for all committee members, players/coaches and volunteers through the National Club Risk Protection program.
- Premium Rates for 2012/13 will be:
 - \$130 for each senior team
 - \$65 for each junior team
- Annual on-line risk management self assessment and registration

Association Development

Important benefits that will assist your club in complying with recent changes to legislation

- Affiliation under SACA's Cricket Partnership Program will assist your association and clubs with Department of Communities & Social Inclusion compliance, through SACA's Affiliates and Club Protection Policy (which is available to all affiliated associations and clubs), including:-

- SACA's Child Protection Policy
- SACA's Heat Management Policy (as a guideline)
- SA Police National Criminal Assessment Checks (no cost to clubs)

- Office for Recreation and Sport (ORS) StarClub program
- The on-line StarClub program enables all clubs to access policy and training resources.
- In conjunction with ORS, SACA will identify key areas for development and arrange appropriate information update sessions
- Good Sports Program
- Guidance to assist your club in becoming an accredited Good Sports club

Communication

Regular updates on State and community events, plus your local issues

- Access to SACA's electronic Cricket in SA newsletter "Between Wickets"
- Avenue to formally voice opinion/concerns to SACA through the South Australian Metropolitan Cricket Association (SAMCA) or the Country Zone Council

Coach and umpire development

- Free access to mandatory introductory coaching course (online course)
- Discounted rate for your club's coaches to attend a Level 1 Coaching Course

- Discounted rate for your club's coaches to attend a Level 2 Coaching Course
- Free access to coach update sessions

- Discounted rate for club umpires to attend a Level 1 Umpiring course

Technology

- Training and assistance in the MyCricket online national management system
- Access to a free website (50mb) via MyCricket

Volunteer recognition

- 4 x Volunteer passes to Adelaide Oval limited over (50 over and T20) matches
- 4 x invitations to SACA volunteer recognition day
- Opportunity to nominate persons from your club to receive:-

- Cricket Australia - 50 year service gold pin
- SACA - 25 year service medal

Promotion

- Certificate acknowledging your club as a partner of the SACA Cricket Partnership Program
- Acknowledgement as a participating club in the ORS StarClub Program
- Assistance in relation to media guidance, club marketing and sponsorship proposals

Financial

- Access to funding support of up to \$340 through the SACA Gear Up Program to assist in the establishment of new junior teams

- Access to funding support of up to \$240 through the SACA Gear Up Program to assist in purchasing equipment for existing junior teams

- Cricket equipment to the value of \$300 (at no cost to the club) upon establishment of an existing in2CRICKET Centre

- Advise in relation to government grants and guidance in the completion of applications

- Provision of SACA letter of support for funding applications

- Adelaide Cricket Warehouse Club sponsorship

Enquiries regarding club development initiatives can be directed to Andrew Caldwell, SA CA Club Development Officer on 8300 3831 or 0438 826 149 or email acaldwell@saca.com.au

WHAT DO ASSOCIATIONS AND CLUBS NEED TO DO TO REGISTER?

PLEASE NOTE YOU

STEP 1

login to My Cricket
mycricket.cricket.com.au

If your Club requires a MyCricket login, please email cricketreception@saca.com.au clearly identifying your organisation name (and which Association you are linked to), your name, your phone number and email address.

STEP 2

Register for the National Club Risk Protection Program (Insurance)

- Under the mode of 'Organisation', click 'Organisation',
- 'Insurance - Register'

STEP 3

Complete the JLT Sport Risk Management questionnaire

- Once the five step National Club Risk Protection Program process is complete, users will be prompted to complete a JLT Sport Risk Management questionnaire (click "Proceed to JLT" which will open the JLT Sport website)
- Alternatively, the JLT Sport Risk Management questionnaire can be found by searching the organisation via the website.
 - www.jltsport.com.au/cricketaustralia/club_selection.aspx
- At the completion of the questionnaire you will be able to immediately obtain a copy of your Club's Certificate of Currency for Public Liability Insurance

Forward your club's premium payment of \$130 per senior team and \$65 per junior team to your association (if not previously invoiced)

MUST COMPLETE ALL STEPS,

STEP 4

Update My Cricket contact details
mycricket.cricket.com.au

Section 1 - Update **contact** for Parent **Organisation/s**

- Under the mode of 'Organisation', click 'Organisation', 'Contacts for Parent Organisation'
- Select 'South Australian Cricket Association' (and any other parent association a club may be linked to)
- Click 'add a new designated contact' and/or delete any old contacts

Section 2 - Update Office Bearers -

- | | |
|-----------------------|------------------------|
| Office Bearers | Umpires/Scorers |
| • President | • Junior |
| • Secretary | • Senior |
| • Treasurer | |
| • Ground Contact | |

Contact

- Administrator
- Volunteer

Team Officials

- Junior Coach
- Senior Coach

- Under the mode of 'Organisation', click 'People', 'Person List'
- Select 'Any Role' -> 'Any Sub-Role'
- Search for a Person Name and click 'Display List'
- Double click on record which will open a new screen
- Under the tab of 'Roles', add the new role under 'Add New Role'
- Alternatively, remove a current role by clicking 'Remove' under 'Current Roles'
- To add a contact, under the mode of 'Organisation', click 'People', 'Add a New Person', and follow prompts (include specific 'Role' and 'Sub Role' in this process)

Section 3- Confirm participant roles from last season

- Under the mode of 'Organisation', click 'People', 'Reconfirm/Change Person Roles'
- Click 'Display All' in the table 'Role Summary' (Section 1)
- Tick box the records which require confirming in the table on the right hand side
- Select confirmation action (Section 3)

STEP 5

Join the StarClub Program

- Register your association and begin the self-paced, online StarClub journey available through the Office for Recreation and Sport at www.recsport.sa.gov.au/starclub



STEP 6

Complete declaration on SACA website

- Complete the Cricket Partnership Program declaration at www.cricketsa.com.au ('Cricket in SA' -> 'Cricket Partnership Program')
- Following the completion of this step SAC A will contact you acknowledging receipt of your registration

For a more detailed 'Help Guide' visit www.cricketsa.com.au 'Cricket in SA' -> 'Cricket Partnership Program' or email cricketreception@saca.com.au

ALL STEPS NEED TO BE COMPLETED BY 30 NOVEMBER 2012

NATIONAL CLUB RISK INSURANCE PREMIUMS NEED TO BE PAID TO YOUR ASSOCIATION BY 14 DECEMBER



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Office for Recreation and Sport

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Changes to Child Protection Act Legislation: now is the time for clubs to become compliant.

- Screen your volunteers/coaches, include a police check, use an annual member protection declaration.
- Use Play By The Rules Online training as part of your screening process for prescribed positions that require an understanding of Child Safe environments.
- Seek agreement with governing associations that they will ensure their member clubs record compliance.



SACA'S 'AFFILIATES & CLUB PROTECTION POLICY'

- Provided to all cricket associations and clubs
- A member protection policy containing Child Safe Policy, Equal Opportunity, Harassment and Discrimination, Codes of Conduct, Dispute and Conflict Resolution.
- Compliance statement lodged with DCSI by SACA on behalf of their affiliated organisations.
- SACA arrange Free Police checks with Office for Volunteers (VOAN), authorised ID officers.



What else are SACCA doing for their clubs and associations?

- Partner with ORS in conducting annual Child Safe Officer course for cricket specific clubs, and direct clubs to metro, regional and council held courses
- All associations have active websites, and working towards all clubs having a free active web presence
- Annual Volunteer Recognition function, CA 50 year pin and SACCA 25 year service awards.
- A plan to engage with every club in SA, and to assess our clubs against best practice health check measures.



YOUR AIM: TO PARTNER WITH YOUR STAKEHOLDERS, WORK TOGETHER.



**ENSURE YOUR MEMBERS KNOW YOUR GOALS;
WHEN ALL ARE INFORMED, A CLEARER VISION
ALLOWS GREATER INVOLVEMENT FROM ALL.**



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THANK YOU FOR YOUR TIME TODAY.

Visit SACA online at:

<http://www.cricketsa.com.au>

Visit Cricket Australia online at:

<http://www.cricket.com.au/get-involved>



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