



## **Sutherland Sharks FC Retainer Policy**

The following document outlines the process and guidelines that are used by the Sutherland Sharks FC in retaining a player from one season to another. The process has been put in place by the club to ensure a clear understanding and ruling of what is undertaken in the decision process and what factors are taken into consideration for each player. Every player is treated differently and the process may vary depending on each circumstance but the club guidelines apply in all instances.

- I. All current season players are monitored throughout the season by allocated club officials be it their current coaching staff, club technical director and committee members.
- II. Each player's coach is requested to submit a report (a) to the clubs technical director at the end of round 18 approximately 4-5 weeks from the end of the season. This is done to ensure sufficient time is allowed for all officials to review the submitted report and address any concerns with alternate members of the club.
  - a. Sutherland Sharks Player Report is used for all player feedback reports. This is a document outline for which the coaches fill in for filing all required information.
- III. Upon submittal of players report to the technical director the technical director then will review the report from the coach. The technical director will then submit both the coach report and his own report to the club committee for review.
  - a. Coach submits report to technical director at completion of round 18
  - b. Technical director completes review of submissions and submits to committee at completion of round 19
- IV. Upon submission of both reports from the coach and the technical director at the completion of round 19 to the club committee it is then the committees responsibility to review all submitted reports and determine that each player meets the required clubs guidelines below -
  - a. Performance based review
  - b. Club commitments
  - c. Club code of conduct
- V. Approval of retention requests will be completed by the committee at the completion of round 21 of the season and submitted to the club president for final approval. Approval will be given before the season end and letters will be drawn up.
- VI. Players will be officially notified by email and official letter directly from the club president of intention to retain their position at the club for the following season.
  - a. Notification of retention will differ between each team.
  - b. Players will only be offered retention once their season has completed.

c. No player will be notified of retention during the season or during the final series to prevent conflict within each team and ensure all players continue to play at the highest level.

VII. Sutherland Sharks FC request that any player offered retention keeps this information confidential and considers the emotions of others that may not have been as fortunate to be retained.

Sutherland Sharks FC maintain the right to withdraw a letter of retention if any player is found to not comply or follow the policies and guidelines outlined and enforced by the club and its members.

Paul Smith  
Club President