

YARRA JUNIOR FOOTBALL LEAGUE INCORPORATED



STATEMENT OF RULES LEAGUE BY LAWS 2018

YARRA JUNIOR FOOTBALL LEAGUE INCORPORATED



STATEMENT OF RULES

2018

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STATEMENT OF RULES

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YARRA JUNIOR FOOTBALL LEAGUE INCORPORATED

Statement of Rules

1. NAME

- 1.1. The name of the incorporated association is Yarra Junior Football League Incorporated (in these Rules called "the League").

2. PURPOSES

- 2.1. The purposes of the League are to encourage, promote, control, arrange and develop the playing of Australian Rules Football by and between its affiliated members and their registered players, in an enjoyable, educational, vibrant, competitive environment.

3. FINANCIAL YEAR

The financial year of the League is each period of 12 months ending on 31 October.

4. DEFINITION AND INTERPRETATION

- 4.1. In these Rules, unless the contrary intention appears:

"Act" means the Associations Incorporation Reform Act 2012 (Vic), the Regulations and all amendments thereto from time to time.

"Affiliated Club" means a junior football club affiliated with the League whose application for Membership has been approved in accordance with Rule 5.

"Annual General Meeting" means a meeting as referred to in Rule 17.

"Appeals Board" means the Appeals Board appointed in accordance with Rule 26.1.

"Auditor" means the auditor appointed by the League to audit the League's accounts.

"Board" means the members of the Board as elected in accordance with Rule 5.13.

"By-Laws" means the By-Laws of the League.

"Club Director" means a person nominated by an Affiliated Club under Rule 5.9.

"Complaint" means a dispute or grievance.

"Conduct Investigation Tribunal" means the Conduct Investigation Tribunal appointed in accordance with Rule 23.1.

"Football Operations Manager" means a person appointed in accordance with Rule 21.3.

"General Committee" means the members of the General Committee as constituted in accordance with Rule 14.1.

"General Committee Meeting" means a general meeting of members convened in accordance with Rule 15.1.

"General Manager" means a person appointed in accordance with Rule 21.1.

"Independent Tribunal" means the Independent Tribunal appointed in accordance with Rule 25.1.

"Judicial Panel" means a panel appointed in accordance with Rule 10.2.6.

"League" means The Yarra Junior Football League Incorporated.

"Life Member" means a person nominated and approved in accordance with Rule 5.15.

"Member" means a member of the League.

"Official" includes a person acting on behalf of a member club in relation to any match approved or controlled by the League or any elected office bearer of the member club.

"Registered Player" means a person registered by the League to participate in matches approved or controlled or organized by the League.

"Registrar" means the Registrar of Incorporated Associations.

"Regulations" means regulations under the Act.

"Respondent" means a Registered Player, Official, Affiliated Club (and/or supporter of an Affiliated Club) against whom a Complaint or Report has been lodged.

"Season" means the time from the commencement of the first matches played in accordance with the League's fixture for each division until the completion of all final series matches.

"Umpires Manager" means a person appointed in accordance with Rule 33.

- 4.2. Words and expressions contained in these Rules will be interpreted in accordance with the provisions of the Interpretation of Legislation Act 1984 (Vic) and the Act as in force from time to time.

5. MEMBERSHIP

- 5.1. The League shall consist of the following Members:

5.1.1. Affiliated Clubs; (pursuant to Rule 5.3).

5.1.2. Members of the Board; (pursuant to Rule 5.14).

5.1.3. Life Members; (pursuant to Rule 5.15).

Affiliated Clubs

- 5.2. An Affiliated Club must be an Independent Junior Football Club incorporated pursuant

to the Associations Incorporation Reform Act 2012 (Vic) or be a company incorporated pursuant to the Corporations Act 2001 (Cth).

- 5.3. Each Affiliated Club listed in Schedule 1 is an Affiliated Club.
- 5.4. Each Affiliated Club is a Member of the League.
- 5.5. Each Affiliated Club, in order to maintain its entitlement to Membership must make due and punctual payment of all affiliation fees payable under these Rules or enter into and comply with a financial arrangement as approved by the Board from time to time.
- 5.6. Any other club seeking to participate in the competitions conducted by the League, which club satisfies the Board of the following, namely that:
 - 5.6.1. It is incorporated pursuant to the Associations Incorporation Reform Act 2012 (Vic) or be a company incorporated pursuant to the Corporations Act;
 - 5.6.2. It will be able to field at least one junior team in any age division;
 - 5.6.3. Its facilities and financial circumstances are of a standard acceptable to the Board;
 - 5.6.4. Its name and uniform are acceptable to the Board or will be altered to a uniform acceptable to the Board;
 - 5.6.5. It was a financial member for the previous seasons of the previous league or association with which it was affiliated (if applicable);
 - 5.6.6. It supports the purposes of the League and agrees to comply with these Rules;
 - 5.6.7. It is willing to pay an acceptance fee (if any) as determined by the Board;
 - 5.6.8. May make a written application to the General Manager of the League for Membership as an Affiliated Club in the form of Schedule 2;
 - 5.6.9. As soon as is practicable after the receipt of an application the General Manager shall refer the application to the Board;
 - 5.6.10. On an application being referred to the Board, the Board shall determine whether to approve or to reject a nomination;
 - 5.6.11. On an application being approved by the Board the General Manager shall with as little delay as possible notify the Club in writing that it is approved for membership of the League and request payment within the period of 28 days after receipt of the notification of any sum payable under these Rules as an entrance fee and the first year annual subscription.
 - 5.6.12. The General Manager shall on payment of the amounts referred to in Rule 5.6.11 within the period referred to in Rule 5.6.11 enter the name of the Club in the register of the Member Clubs kept by him/her and on the name being so registered the Club becomes a member of the League;
 - 5.6.13. No reason need be given for rejection of an Application pursuant to Rule 5.6.8.

Rights and Obligations of Affiliated Clubs

- 5.7. An Affiliated Club of the League who is entitled to vote has the right—
- 5.7.1. to receive notice of General Committee, Annual and Special Meetings and of proposed special resolutions in the manner and time prescribed by these Rules; and
 - 5.7.2. to submit items of business for consideration at a General Committee Meeting; and
 - 5.7.3. to attend and be heard at General Committee, Annual and Special Meetings; and
 - 5.7.4. to vote at a General Committee, Annual and Special Meeting; and
 - 5.7.5. to have access to the minutes of General Committee, Annual and Special Meetings and other documents of the League as provided under Rule 29; and
 - 5.7.6. to inspect the register of members.
- 5.8. An Affiliated Club is entitled to vote if—
- 5.8.1. the Affiliated Club's membership rights are not suspended for any reason.
- 5.9. Each Affiliated Club shall be entitled to nominate one person who shall be an office holder of the Affiliated Club (Club President or Club Director) or such other person authorised in writing by the Affiliated Club and approved by the Board as its representative at General Committee, Annual and Special Meetings of the League.
- 5.10. Any person nominated under this Rule shall be known as a Club Director. Club Directors, Office Bearers and Registration Secretaries must be notified by their respective Affiliated Clubs to the Board in the form of Schedule 3. This notification shall be lodged with the League on or before 15 December for the next year. Failure to lodge the form in accordance with this Rule may give rise to a fine at the discretion of the Board.
- 5.11. All Affiliated Clubs must be represented by one person at all General Committee, Annual and Special Meetings of the League.
- 5.12. Each Affiliated Club, as Member of the League, agrees to be bound by the Rules, By-Laws, policies, determinations and decisions of the League for itself, its Officials and Registered Players.

Board Members

- 5.13. The members of the Board from time to time shall be members of the League for such time only as they hold office.
- 5.14. The Board of the League shall comprise;
- 5.14.1. A President (appointed from the Board by the Board);
 - 5.14.2. A Vice President (appointed from the Board by the Board);

5.14.3. Six Board members;

Life Members

5.15. The Board may in each Financial Year appoint for life membership of the League up to two persons who have rendered outstanding service to the League.

5.16. All life members shall be entitled to:

5.16.1. A suitably inscribed medallion;

5.16.2. Such other benefits the Board may determine.

6. REGISTER OF MEMBERS

6.1. The General Manager shall keep and maintain a register of members in which shall be entered the name and address of each member of the League. The register shall be available for inspection by all members upon request to the General Manager.

6.2. Each Affiliated Club shall within fourteen days of a change of its Board or Club Delegates taking place notify the General Manager of any such change.

7. AFFILIATION FEE

7.1. The Board may from time to time determine:

7.1.1. The entrance fee payable (if any) by all applicants for membership;

7.1.2. The annual subscription fee payable by all member clubs.

8. DISCIPLINE, SUSPENSION AND EXPULSION OF MEMBERS

8.1. Subject to these Rules, in respect of any matter not expressly dealt with in the By-Laws, if the Board is of the opinion that a Member, Registered Player or Official has:

8.1.1. refused or neglected to comply with these Rules;

8.1.2. or has been found guilty of conduct unbecoming of a Member, Registered Player or Official;

8.1.3. or has engaged in conduct prejudicial to the interests of the League;

the Board may refer the matter to mediation under Rule 9 or resolve to proceed under this Rule and resolve to:

- fine that Member, Registered Player or Official; or
- suspend that Member, Registered Player or Official from Membership of the League or from participation in matches conducted by the League for a specific period; or
- expel that Member, Registered Player or Official from the League; or
- deduct match points from that Member; or

- disqualify that Member, Registered Player or Official from any match played in a finals series and award the match to the opposing team.
- 8.2. A resolution of the Board under sub-rule 8.1.3 to expel a Member, Registered Player or Official does not take effect unless:-
 - 8.2.1. at a meeting held in accordance with Rule 8.4, the Board confirms the resolution; and
 - 8.2.2. if the Member exercises a right of appeal to the League under this Rule, the Affiliated Clubs confirm the resolution in accordance with this Rule.
- 8.3. A meeting of the Board to confirm or revoke a resolution passed under sub-rule 8.1.3 must be held not earlier than 14 days, and not later than 28 days, after notice has been given to the Member in accordance with sub-rule 8.4.
- 8.4. For the purpose of giving notice in accordance with Rule 6.3, the General Manager must, as soon as practicable, cause to be given to the Member, Registered Player or Official a written notice:
 - 8.4.1. setting out the resolution of the Board and the grounds on which it is based; and
 - 8.4.2. stating that the Member, Registered Player or Official or his or her representative, may address the Board at a meeting to be held not earlier than 14 days and not later than 28 days after the notice has been given to that Member; and
 - 8.4.3. stating the date, place and time of that meeting; and
 - 8.4.4. informing the Member, Registered Player or Official that he or she may do one or both of the following:-
 - 8.4.4.1. attend that meeting;
 - 8.4.4.2. give to the Board before the date of that meeting a written statement seeking the revocation of the resolution.
 - 8.4.5. informing the Member, Registered Player or Official that, if at that meeting, the Board confirms the resolution, he or she may not later than 48 hours after that meeting, give the General Manager a notice to the effect that he or she wishes to appeal to the League in Special General Meeting against the resolution.
- 8.5. At a meeting of the Board to confirm or revoke a resolution passed under sub-rule 8.1 the Board must:-
 - 8.5.1. give the Member, Registered Player or Official or his or her representative, an opportunity to be heard; and
 - 8.5.2. give due consideration to any written statement submitted by the Member, Registered Player or Official; and
 - 8.5.3. determine by resolution whether to confirm or to revoke the resolution.

- 8.6. If at the meeting of the Board, the Board confirms the resolution, a Member, Registered Player or Official may, not later than 48 hours after that meeting, give the General Manager a notice to the effect that he or she wishes to appeal to the League in General Meeting against the resolution.
- 8.7. If the General Manager receives a notice under Rule 8.6, he or she must notify the Board and the Board must convene a Special General Meeting to be held within 21 days after the date on which the General Manager received the notice.
- 8.8. At a Special General Meeting of the League convened under Rule 8.7:
- 8.8.1. No business other than the question of the appeal may be considered;
 - 8.8.2. The Board may place before the meeting details of the grounds for the resolution and the reasons for the passing of the resolution;
 - 8.8.3. The Member, Registered Player or Official or his or her representative, must be given an opportunity to be heard; and
 - 8.8.4. The Members or their representatives present and entitled to vote under these Rules must vote by secret ballot on the question of whether the resolution should be confirmed or revoked.
- 8.9. A resolution at a Special General Meeting of the League convened under Rule 8.7 is confirmed if not less than two thirds of the Members or their representatives, entitled to vote under the Rules, vote in person, in favour of the resolution. In any other case, the resolution is revoked.

9. DISPUTES AND MEDIATION

- 9.1. The grievance procedure set out in this Rule applies to disputes under these Rules between—
- 9.1.1. a member and another member or any Registered Player or Official and another Member;
 - 9.1.2. a member and the League, other than a dispute in relation to grading;
 - 9.1.3. a member and a Registered Player or Official of that Member, where the Member has referred the Complaint or dispute to the League.
- 9.2. A member must not initiate a grievance procedure in relation to a matter that is the subject of a disciplinary conduct procedure until the disciplinary procedure has been completed.

Parties must attempt to resolve the dispute

- 9.3. The parties to a dispute must attempt to resolve the dispute between themselves within 14 days of the dispute coming to the attention of each party.

Appointment of mediator

- 9.4. If the parties to a dispute are unable to resolve the dispute between themselves within the time required by Rule 9.3, the parties must within 10 days—

- 9.4.1. notify the Board of the dispute; and
 - 9.4.2. agree to or request the appointment of a mediator; and
 - 9.4.3. attempt in good faith to settle the dispute by mediation.
- 9.5. The mediator must be—
- 9.5.1. a person chosen by agreement between the parties; or
 - 9.5.2. in the absence of agreement—
 - 9.5.2.1. if the dispute is between a member and another member—a person appointed by the Board; or
 - 9.5.2.2. if the dispute is between a member and the Board or the League—a person appointed or employed by the Dispute Settlement Centre of Victoria.
- 9.6. A mediator appointed by the Board may be a member or former member of the League but in any case must not be a person who—
- 9.6.1. has a personal interest in the dispute; or
 - 9.6.2. is biased in favour of or against any party.

Mediation process

- 9.7. The mediator to the dispute, in conducting the mediation, must—
- 9.7.1. give each party every opportunity to be heard; and
 - 9.7.2. allow due consideration by all parties of any written statement submitted by any party; and
 - 9.7.3. ensure that natural justice is accorded to the parties throughout the mediation process.
 - 9.7.4. The mediator must not determine the dispute.

Failure to resolve dispute by mediation

- 9.8. If the mediation process does not resolve the dispute, the matter shall be referred to the Conduct Investigation Tribunal for determination, in accord with the procedure set out in the Rules.

10. THE BOARD

- 10.1. The Affairs of the League shall be managed by the Board, constituted as provided in Rule 5.13. In the event of a vacancy or vacancies in any position of the Board, the remaining Members of the Board may act provided their numbers are sufficient to maintain a quorum at Board meetings.
- 10.2. The Board, in addition to any specific powers in these Rules:

- 10.2.1. shall control and manage the business and affairs of the League;
- 10.2.2. shall, subject to these Rules, the Regulations and the Act, have power to perform all such acts and things as appear to the Board to be necessary for the proper management of the business and affairs of the League;
- 10.2.3. shall have power to discipline, fine, suspend or expel Members, Officials of Member clubs or Registered Players in such manner as is provided for in these Rules or the By-laws;
- 10.2.4. shall deal with:
 - 10.2.4.1. any matter coming to its knowledge which it considers may not be in the best interests of the League; or
 - 10.2.4.2. any matter referred to it by the Tribunal, Conduct Investigation Tribunal or Appeals Board;
- 10.2.5. shall only be entitled to vote at Board meetings and shall not have voting rights at General Meetings, Special General Meetings and Annual Meetings or other League Meetings;
- 10.2.6. shall appoint a Judicial Panel of 12 or more members who are to be available for appointment to preside at hearings of the Conduct Investigation Tribunal, Independent Tribunal and Appeals Board;
- 10.2.7. shall nominate from the Judicial Panel, Chairpersons to preside at hearings before the Conduct Investigation Tribunal, Independent Tribunal and Appeals Board;
- 10.2.8. make, amend substitute or cancel such By-Laws as the Board considers necessary for the League to implement from time to time;
- 10.2.9. may delegate specified powers and responsibilities, set out in the By-Laws, to such committees the Board considers appropriate, provided that such committees shall not have any power of delegation, such committees to include, but not be limited to:
 - 10.2.9.1. Administration/Clearances/Registrations/Grading;
 - 10.2.9.2. Tribunal/Appeals/Investigations;
 - 10.2.9.3. Finance;
 - 10.2.9.4. Umpires.
- 10.2.10. each member of the Board shall hold office until the Annual General Meeting next after the date of his/her election but is eligible for re-election;
- 10.2.11. each member of the Board shall be elected at the Annual General Meeting in each year;

General Duties

- 10.2.12. as soon as practicable after being elected or appointed to the Board, each Board member must become familiar with these Rules and the Act;
- 10.2.13. the Board is collectively responsible for ensuring that the League complies with the Act and that individual members of the Board comply with these Rules;
- 10.2.14. Board members must exercise their powers and discharge their duties with reasonable care and diligence;
- 10.2.15. Board members must exercise their powers and discharge their duties—
 - 10.2.15.1. in good faith in the best interests of the League; and
 - 10.2.15.2. for a proper purpose.
- 10.2.16. Board members and former Board members must not make improper use of—
 - 10.2.16.1. their position; or
 - 10.2.16.2. information acquired by virtue of holding their position—
 - so as to gain an advantage for themselves or any other person or to cause detriment to the League;
- 10.2.17. in addition to any duties imposed by these Rules, a Board member must perform any other duties imposed from time to time by resolution at a general meeting.

Call in Power

10.3. Before any:

- 10.3.1. delegated committee of the Board;
- 10.3.2. Independent Tribunal;
- 10.3.3. Appeals Board; or
- 10.3.4. Conduct Investigation Tribunal

established under these Rules or under the By-Laws makes a decision in respect of any matter referred to it in accordance with the Rules or By-Laws, the Board may direct the relevant Committee, Tribunal, Appeals Board or Conduct Investigation Tribunal to refer the matter to it for determination if it appears to the Board:-

- 10.3.5. the matter raises a major issue of policy in relation to the activities of the League and the determination of the matter may have a substantial effect on the affairs of the League and/or any of its members; or
- 10.3.6. any decision on the matter has been unreasonably delayed or is otherwise disadvantaging one of the parties or the consideration of the matter by the Board would better facilitate the League in controlling and managing the affairs of the League.

- 10.4. In response to any such direction, the relevant committee, tribunal or board must comply with the direction without delay and must not proceed further with the matter itself.
- 10.5. For the purposes of these Rules upon directing that the matter be remitted to it, the Board of the League be entitled to exercise the power of the relevant committee, tribunal or board and shall adopt the procedures set out in these Rules or the By-Laws applicable to that committee, tribunal or panel.
- 10.6. Subject only to the rights of any Member, Registered Player or Official of the League set out in Rule 8.6 being exercised, any decision made by the Board in respect of a matter remitted to it for determination, shall be final and binding.

11. ELECTION OF THE BOARD MEMBERS

11.1. Nominations of candidates for election as members of the Board:-

- 11.1.1. shall be made in writing (in the form of Schedule 4), nominated by a Club and seconded by a current Board member and accompanied by the written consent of the candidate (which may be endorsed on the form of nomination).
- 11.1.2. shall be delivered to the General Manager not less than 14 days before the date fixed for the holding of the Annual General Meeting.
- 11.2. If insufficient nominations are received to fill all vacancies of the Board, the candidates nominated shall be deemed to be elected and further nominations shall be received at the Annual General Meeting.
- 11.3. If the number of nominations received is equal to the number of vacancies to be filled, the persons nominated shall be deemed to be elected.
- 11.4. If the number of nominations exceeds the number of vacancies to be filled, a ballot shall be held.
- 11.5. The ballot for the election of members of the Board shall be conducted at the Annual General Meeting in such usual and proper manner as the Board may direct.
- 11.6. No person can be nominated for election to a position in the Board if he/she holds a decision making position in any Member Club.

12. VACANCY AND REMOVAL

12.1. The office of a member of the Board shall become vacant if a member of the Board:-

- 12.1.1. submits his/her resignation in writing to the General Manager;
- 12.1.2. dies or becomes physically or mentally incapacitated to an extent which interferes with the performance of his/her duties as an Board member, or;
- 12.1.3. is absent without approval from meetings of the Board for more than 3 consecutive meetings.

- 12.2. In the event of a casual vacancy by any Board member the Board may appoint a competent person to fill the vacancy who shall hold office subject to these Rules until the conclusion of the Annual General Meeting next following the date of appointment.

13. PROCEEDINGS AT BOARD MEETINGS

- 13.1. The Board shall meet at least 3 times in each Financial Year at such times as the Board may determine.
- 13.2. Special meetings of the Board may be convened by the President whenever he/she thinks fit to convene a meeting of the Board or by any four members of the Board.
- 13.3. The ordinary business of the Board meeting shall be determined by the President.
- 13.4. Notice shall be given to members of the Board of any special meeting specifying the general nature of the business to be transacted and no other business shall be transacted at such a meeting.
- 13.5. Any four members of the Board personally present shall constitute a quorum for the transaction of the business of a meeting of the Board.
- 13.6. No business shall be transacted unless a quorum is present and if within half an hour of the time appointed for the meeting a quorum is not present the meeting shall stand adjourned to the same place and at the same hour of the same day in the following week unless the meeting was a special meeting in which case it lapses.
- 13.7. At meetings of the Board:-
- 13.7.1. the President or in his/her absence the Vice-President shall preside, or;
- 13.7.2. if the President and the Vice-President are absent, such one of the remaining members of the Board as may be chosen by the members of the Board present shall preside.
- 13.8. Questions arising at a meeting of the Board or of any sub-committee appointed by the Board shall be determined on a show of hands or, if demanded by a member, by a poll taken in such manner as the person presiding at the meeting may determine.
- 13.9. Each member present at a meeting of the Board (including any person presiding at the meeting) shall be entitled to one vote and, in the event of an equality of votes on any question, the person presiding may exercise a second or casting vote.
- 13.10. Written notice of each meeting of the Board shall be served on each member of the Board by delivering it to him/her at a reasonable time before the meeting or by sending it by email or pre-paid post addressed to him/her at his/her usual or last known place of abode or place of employment at least two business days before the date of the meeting.
- 13.11. Subject to the preceding sub-rules of this Rule the Board may act notwithstanding any vacancy on the Board.
- 13.12. No Board Member shall be represented at any meeting of the Board by a proxy.

- 13.13. The minutes of each Board meeting shall be minuted by the General Manager, and shall be tabled and copies forwarded to all Board Members.

14. GENERAL COMMITTEE

- 14.1. A General Committee of members shall be constituted and shall consist of the Club Director nominated by each Member Club pursuant to Rule 5.9.
- 14.2. The Club Director of a Member Club of the League must be competent and authorized to act on behalf of the Member Club in regard to any matters requiring decision as determined by the Board.
- 14.3. The Club Director of a Member Club shall retain office until the next Annual General Meeting in each year.
- 14.4. In the event that an appointment of a Club Director is terminated by a Member Club it shall within 14 days notify the General Manager in writing and advise of the name of the person who shall fill the vacancy.

15. GENERAL COMMITTEE MEETINGS

- 15.1. The President may whenever he/she thinks fit convene a meeting of the General Committee, except that three meetings will be held in any year.
- 15.2. More than half of the Club Directors of the Member Clubs personally present (excluding members of the Board) shall constitute a quorum for the transaction of the business of a meeting of the General Committee.
- 15.3. The ordinary business of a meeting of the General Committee shall be determined by the General Manager however must include:-
- 15.3.1. confirmation of the minutes of the last proceeding meeting of the General Committee.
 - 15.3.2. receiving from the Board reports on the current financial status of the League.
 - 15.3.3. receiving and considering correspondence and reports of the Board activities including investigations and tribunals.
- 15.4. The minutes of each meeting for the General Committee shall be tabled and copies forwarded to all Member Clubs.

16. NOTICE OF GENERAL COMMITTEE MEETINGS

- 16.1. The General Manager shall at least 14 days or if a special resolution has been proposed at least 21 days before the date fixed for holding a General Committee Meeting of the League must cause to be sent to each Member of the League a Notice stating the place, date and time of the meeting and the nature of the business to be conducted at the meeting.
- 16.2. Notice may be sent:
- 16.2.1. by pre-paid post to the address appearing on the Register of Members; or

- 16.2.2. by facsimile transmission or electronic transmission.
- 16.3. No business other than that set out in the Notice convening the meeting may be conducted at the meeting.
- 16.4. A Member intending to bring any business before a meeting may notify in writing or by electronic transmission the General Manager of that business who must include that business in the Notice calling the next General Committee Meeting.

17. ANNUAL GENERAL MEETING

- 17.1. The Annual General Meeting of the League shall be held no later than the last week in November each year. The Board will determine the date, time and place of the Annual General Meeting.
- 17.2. The notice convening the Annual General Meeting must specify that the meeting is an Annual General Meeting of the League.
- 17.3. The ordinary business of the Annual General Meeting shall be:
 - 17.3.1. to confirm the minutes of the previous Annual General Meeting and of any general meeting held since that meeting; and
 - 17.3.2. to receive from the Board reports upon the transactions of the League during the last preceding financial year; and
 - 17.3.3. to elect members of the Board; and
 - 17.3.4. to receive and consider the statements submitted by the League in accordance with section 30(3) of the Act.
- 17.4. The Annual General Meeting may conduct any special business of which notice has been given in accordance with these Rules.
- 17.5. The Annual General Meeting shall be in addition to any General Committee Meetings that may be held in the same year.
- 17.6. When any election provided for at the Annual General Meeting does not take place such election shall be dealt with at the next Special General Meeting. Where it may effect the composition of the Board the previous Members of these bodies shall be entitled to continue to act.

18. SPECIAL GENERAL MEETINGS

- 18.1. The General Manager shall convene Special General Meetings of the League as follows:
 - 18.1.1. from time to time upon the direction of the Board;
 - 18.1.2. upon receipt by the General Manager of a written request of at least 10 Affiliated Clubs to convene a Special General Meeting of the League.
- 18.2. A request for a Special General Meeting under Rule 18.1.2 must:

- 18.2.1. state the objectives of the meeting;
 - 18.2.2. be signed on behalf of the Affiliated Clubs requesting the meeting; and
 - 18.2.3. be delivered to the offices of the League.
- 18.3. If the General Manager does not cause a Special General Meeting to be held within one month after the date on which a request under Rule 18.1.2 is received by the General Manager, the person or persons making the request or any of them, may convene a Special General Meeting to be held not less than 3 months after that date.
- 18.4. A Special General Meeting convened under Rule 18.1.2 shall be convened in the same manner as nearly as possible as that in which those meetings are convened by the Board and all reasonable expenses incurred in convening the meeting shall be refunded by the League to the persons incurring the expenses.

19. NOTICE OF ANNUAL GENERAL MEETINGS AND SPECIAL GENERAL MEETINGS

- 19.1. The General Manager shall, at least 28 days before the date fixed for convening of an Annual General Meeting, cause to be sent to each Member of the League at each Member's address appearing in the Register of Members, a notice by email or pre-paid post stating the place, date and time of the meeting and the nature of the business to be transacted at the meeting.
- 19.2. The General Manager shall, at least 7 days before the date fixed for convening of a Special General meeting, cause to be sent to each Member of the League at each Member's address appearing in the Register of Members, a notice by email or pre-paid post stating the place, date and time of the meeting and the nature of the business to be transacted at the meeting.
- 19.3. The General Manager shall, at least 3 days before the date fixed for convening of an emergency Special General Meeting, cause to be sent to each member of the League at each Member's address appearing in the Register of Members, a notice by email or pre-paid post stating the place, date and time of the meeting and the nature of the business to be transacted at the meeting.
- 19.4. No business other than that set out in the notice convening the meeting shall be transacted at any Annual or Special General Meeting.
- 19.5. A Member intending to bring any business before a meeting must notify the General Manager of that business in writing, and the General Manager must include that business in the notice calling the next Special General Meeting.
- 19.6. Any items for business at the Annual General Meeting, including alterations to the Rules, must be notified in writing to the General Manager not less than 30 days before the date of the Annual General Meeting.

20. QUORUM AND PROCEDURE AT SPECIAL AND ANNUAL GENERAL MEETINGS

- 20.1. No item of business may be conducted at a Special General Meeting unless a quorum of Members or their representatives entitled to vote under these Rules is present at the time the meeting is considering that item.

- 20.2. Three fourths of the authorised representatives of the Member Clubs personally present shall constitute a quorum for the transaction of the business at the Annual General Meeting.
- 20.3. More than half of the authorised representatives of the Member Clubs personally present shall constitute a quorum for the transaction of business at any Special General Meeting.
- 20.4. If within half an hour after the appointed time for the commencement of an Annual or Special General Meeting, a quorum is not present, the meeting, if convened upon the requisition of Club Directors, shall be dissolved and in any other case shall stand adjourned to a time and place determined and announced by the President.
- 20.5. The President of the League shall preside as Chairperson at each Annual or Special General Meeting of the League.
- 20.6. If the President is absent from any Annual or Special General Meeting, the Vice President shall preside as Chairperson of the meeting. If none of those persons are willing to act as Chairperson of the meeting, the Members or their representatives entitled to vote under these Rules may elect a Chairperson of the meeting from the Members present.
- 20.7. The Chairperson of an Annual or Special General Meeting at which a quorum is present may, with the consent of the meeting, adjourn the meeting from time to time and place to place but no business shall be transacted at an adjourned meeting other than the business left unfinished at the meeting at which the adjournment took place.
- 20.8. Where a meeting is adjourned for 14 days or more, a notice of the adjourned meeting shall be given as in the case of an Annual or Special General Meeting.
- 20.9. Except as provided in Rule 20.8, it is not necessary to give notice of an adjournment or of the business to be transacted at the adjourned meeting.
- 20.10. A question or motion arising at an Annual or Special Meeting of the League, except as otherwise provided in these Rules, shall be determined on a show of hands and unless before or on the declaration of the show of hands a poll or ballot is demanded, a declaration by the Chairperson that a resolution has, on a show of hands, been carried or carried unanimously or carried by a particular majority or lost, and an entry to that effect in the Minute Book of the League, is evidence of the fact, without proof of the number or proportion of the votes recorded in favour of or against the question or motion.
- 20.11. If at an Annual or Special Meeting a poll or ballot on any question is demanded by not less than three members, it shall be taken at the time and in such manner as the Chairperson may direct and the resolution of the poll or ballot shall be deemed to be a resolution of the meeting on that question or motion.
- 20.12. The Secretary of an Affiliated Club must give notice in writing to the General Manager that a substitute for a Club Delegate has been appointed for a particular meeting of the League. Any such substitute person attending without notice may be accepted with the League's consent.
- 20.13. In the case of an equality of voting on a question or motion at an Annual or Special Meeting, the Chairperson of the Meeting is entitled to exercise a casting vote.

- 20.14. A Club Director is not entitled to vote at an Annual or Special General Meeting if the Affiliated Club that appointed the Club Director has not paid all debts in excess of \$1,000 (or such other sum as determined by the Board from time to time) due to the League for 60 days or more prior to the Annual or Special General Meeting, unless otherwise permitted by the Board.

21. GENERAL MANAGER

- 21.1. The Board shall appoint a General Manager of the League (to be known as "the General Manager") who shall be:

- 21.1.1. an employee of the League;
- 21.1.2. entitled to remuneration, a term of employment and other employment benefits as the Board may determine from time to time;
- 21.1.3. responsible for the day to day activities of the League under the directions of the Board;
- 21.1.4. responsible for attending, recording and keeping all minutes of meetings of the League and the Board, including all duly appointed sub-committees and a record of the names of persons present at the meetings;
- 21.1.5. responsible for the collection and receipt of all monies due to the League;
- 21.1.6. responsible for the custody and maintenance of correct accounts and books showing the financial affairs of the League with full details of all receipts and expenditures connected with the activities of the League;
- 21.1.7. responsible for:
 - 21.1.7.1. submitting a statement of accounts and bank balance in respect of the League to the first Board meeting in each month;
 - 21.1.7.2. presenting the League's accounts to the Auditor by 31 October in each Financial Year; and
 - 21.1.7.3. submitting an audited balance sheet for the League to the Board prior to presentation at the Annual General Meeting, and;
 - 21.1.7.4. lodging of documents with the Registrar;
 - 21.1.7.5. notifying to the Registrar of his or her appointment within 14 days of the appointment.
- 21.1.8. maintain a register of members of the Judicial Panel appointed pursuant to Rule 10.2.6 recording their names, addresses and telephone numbers and date of appointment and retirement.

- 21.2. If the General Manager dies, is removed from office by the Board or is unable to fulfil his responsibilities, the Board will:

- 21.2.1. appoint an alternative person as General Manager; or

- 21.2.2. exercise the powers of the General Manager under these Rules.

Football Operations Manager

- 21.3. The Board may appoint a Football Operations Manager of the League (to be known as "the Football Operations Manager") who shall be:
 - 21.3.1. an employee of the League;
 - 21.3.2. entitled to remuneration, a term of employment and other employment benefits as the Board may determine from time to time;
 - 21.3.3. responsible for assisting the General Manager as and when required to perform and undertake the responsibilities referred to in Rule 21;
 - 21.3.4. appointed the secretary of the:
 - 21.3.4.1. Conduct Investigation Tribunal;
 - 21.3.4.2. Independent Tribunal;
 - 21.3.4.3. Appeals Board.

22. NOTICES

- 22.1. Any notice required to be given to or served upon the League or Board shall be addressed to the General Manager at the registered office of the League from time to time and shall be deemed to have been duly served:
 - 22.1.1. at the time personal service was effected on the General Manager or;
 - 22.1.2. at the time of sending of any email; or
 - 22.1.3. 3 days after placing in the pre-paid ordinary post.
- 22.2. Any notice by the League or Board to any Member, Registered Player or Official of a member may be served:
 - 22.2.1. by pre-paid ordinary mail;
 - 22.2.2. personally;
 - 22.2.3. by email;and shall be deemed to have been duly served if addressed to the Secretary of the Member.
 - 22.2.4. in the case of post 3 days after placing in the pre-paid post;
 - 22.2.5. in the case of personal service, the date it was received; and
 - 22.2.6. and in the case of email at the time of the dispatch of the email.
- 22.3. Notwithstanding Rule 22.2, where a Member, Registered Player or Official has requested or agreed that any notice the League or Board is entitled to be served on

the Member, Registered Player or Official by facsimile or electronic transmission, the League or Board may affect any notice by such means and such notice shall be deemed to be duly served at the time the transmission was effected.

23. CONDUCT INVESTIGATION TRIBUNAL

23.1. The Board shall appoint a Conduct Investigation Tribunal to be known as the 'Conduct Investigation Tribunal'.

23.1.1. To hear and determine any Complaint made by an Affiliated Club, concerning the result of a match or any act, matter or thing involving any registered Player, Affiliated Club or Official.

23.1.2. To hear and determine any Complaint between a Member and the League.

23.1.3. To hear and determine any Complaint between a Member and a Registered Player or Official of that Member where the Member has referred the Complaint to the League for resolution.

23.1.4. To hear and determine any reports made by an approved Umpire of matches controlled or authorised by the League, other than reports that relate to a Registered Player or Official.

23.1.5. To hear and determine any matter referred to it by the Board or the League's Manager.

23.1.6. To conduct its hearing in the manner set out in the League's By-Laws.

23.2. The Conduct Investigation Tribunal shall comprise an Independent Chairperson who shall be appointed from time to time by the Board and two persons from the Judicial Panel.

23.3. The Conduct Investigation Tribunal may, after consideration of the evidence put before it:

23.3.1. impose a Fine for breach on the Respondent up to a maximum of \$1,000 for each matter complained of; and/or

23.3.2. reprimand a Respondent, or impose a Bond on the Respondent up to a maximum of \$1,000 upon any conditions it deems appropriate, and/or

23.3.3. suspend the Respondent from participating in any match or event organized by the League; and/or

23.3.4. determine the result of a dispute match; and/or

23.3.5. recommend to the Board that match points awarded to the Respondent in a relevant match, if a Club, be deducted; and/or

23.3.6. recommend to the Board that the Respondent be fined an amount in excess of \$1,000, placed on a bond for an amount in excess of \$1,000 or suspended or expelled by the Board from the League in accordance with the Statement of Rules.

- 23.4. The decision of the Conduct Investigation Tribunal shall be binding on any Registered Player, Affiliated Club or Official.
- 23.5. The Conduct Investigation Tribunal shall notify the Registered Player, Affiliated Club or Officials concerned of the decision and penalties of each hearing.
- 23.6. The Conduct Investigation Tribunal shall cause to be published from time to time an outline of its procedures and the persons required and permitted to attend and give evidence in respect of its hearing.

24. INVESTIGATION COMPLAINTS - REPORTS

- 24.1. A Complaint must be in writing and lodged with the General Manager by no later than 4:00pm on the Wednesday following the date when the incident giving rise to the Complaint is alleged to have occurred. At the time of lodging the Complaint, the Complainant must provide copies of all relevant documents and/or a detailed description of the event and circumstances within the knowledge of the Complainant that gives rise to the Complaint.

- 24.1.1. The time for lodging a Complaint may be extended at the discretion of the General Manager.

Bond

- 24.1.2. In the case of a club, registered player, or club official, the Complainant must lodge a bond of \$500.00 with the office of the General Manager when lodging the Complaint. In the case of the Complainant being a League registered umpire or member of the Umpires Board, the lodgement of a bond is not required. The bond may be returned to the Complainant upon resolution of the complaint in accordance with the Rules and By-Laws except in the case where it is determined that the Complaint was frivolous or vexatious in which case the General Manager at his absolute discretion may retain whole or part of the bond.
- 24.2. The Complainant may request the General Manager to deal with the Complaint in a certain manner and the General Manager will give due accord to the request.
- 24.3. The General Manager may do all things necessary to investigate the circumstances giving rise to a Complaint, or Report.
 - 24.3.1. The General Manager may refer a Complaint to the Investigation Officer before it is dealt with by the Conduct Investigation Tribunal or the Independent Tribunal.
 - 24.3.2. The Investigation Officer shall, as soon as practicable, but in any event no later than seven (7) working days after the Investigation commenced, compile a report of the Investigation, including transcripts of all interviews, and submit the report to the General Manager to be tabled before the Conduct Investigation Tribunal or the Independent Tribunal.
- 24.4. For the purposes of conducting an investigation under Rule 24.3, upon request from the General Manager, or the Investigation Officer, any person shall:
 - 24.4.1. Fully cooperate with the General Manager or Investigation Officer;

- 24.4.2. Truly answer any question asked by the General Manager or Investigation Officer;
- 24.4.3. Provide any document in that person's possession, power or control relevant to the Investigation whether requested to do so or not by the General Manager or Investigation Officer.
- 24.5. A person who fails to observe and comply with Rule 24.4 or who provides any information or has acted in a manner in any respect is false or misleading or likely to mislead, shall be deemed to have been involved in conduct which is unbecoming or prejudicial to the interests of the League and shall be liable to a sanction as determined by the Board in its absolute discretion.
- 24.6. At his sole discretion, the General Manager (or his Delegate) may refer the Complaint or Reports to:
 - 24.6.1. The Conduct Investigation Tribunal to be dealt with under Rule 23;
 - 24.6.2. The Independent Tribunal to be dealt with under Rule 25;
 - 24.6.3. Mediation to be dealt with under Rule 9;
- 24.7. If more than one Complaint is referred to the General Manager on substantially the same matter the General Manager at his discretion may treat all subsequent Complaints in the same manner as the initial Complaint and shall inform the body to which the matters were referred of the new Complaint.
- 24.8. The General Manager shall take all reasonable steps to bring the Complaint or Report to the attention of the Player, Club and/or Official, the subject of the Complaint or Report ("the Respondent") within 24 hours of receipt of the Complaint or Report
- 24.9. No later than 10 working days after receipt by the General Manager of the Complaint or Report the General Manager shall convene a hearing into the Complaint or Report by the Conduct Investigation Tribunal, such hearing to take place at a time, date and location at the discretion of the General Manager. The General Manager will take all reasonable steps to notify the parties involved of the time, date and location of the meeting of the Conduct Investigation Tribunal.

25. INDEPENDENT TRIBUNAL

- 25.1. The Board shall appoint an Independent Tribunal to be known as "the Tribunal":
 - 25.1.1. to hear and determine any reports made by an approved Umpire of matches controlled or authorised by the League, concerning the conduct of a registered Player, or Official, before, during or after any match;
 - 25.1.2. to hear and determine any other matter referred to it by the Board;
 - 25.1.3. to conduct its hearing in the manner set out in the By-Laws at such times and places as it thinks fit.
- 25.2. Notwithstanding Rule 23.1.4 or Rule 25.1.1 the General Manager has the sole discretion to refer the hearing of a reported Player or Official to the Conduct

Investigation Tribunal if in the opinion of the General Manager it would be appropriate to do so.

- 25.3. The Tribunal shall comprise an independent Chairperson who shall be appointed from time to time by the Board and two members from the Judicial Panel.
- 25.4. The Tribunal may deal with any report or matter referred to it as it thinks fit and it may impose whatever penalty it deems appropriate in the circumstances of each report upon any Registered Player or Official directly or indirectly related with the report or reference from the Board upon any player or Official directly or indirectly relates with the report and the League shall give effect to all penalties imposed by the Tribunal.
- 25.5. The decision of the Tribunal shall be binding on Registered Players, Officials and the League.
- 25.6. The Tribunal shall notify the Players or Officials concerned of the decision and penalties of each hearing.
- 25.7. The Tribunal shall cause to be published from time to time an outline of its procedures and the persons required and permitted to attend and give evidence in respect of its hearing.

26. APPEALS BOARD

- 26.1. The Board shall appoint an Appeals Board to be known as "the Appeals Board":
 - 26.1.1. to hear and determine any appeal from a club from any decision of any of:
 - 26.1.1.1. the Independent Tribunal;
 - 26.1.1.2. the Conduct Investigation Tribunal;
 - subject to:
 - 26.1.1.3. the appealing party lodges with the General Manager at the time of lodging the appeal an amount of \$550 (inclusive of GST) by way of security to be dealt with as the Appeals Board directs.
- 26.2. The League may appeal any decision of the Independent Tribunal or Conduct Investigation Tribunal regardless of whether the League was a party to the initial complaint and when doing so shall not be required to lodge with the General Manager any security.
- 26.3. Until the Appeals Board has heard the appeal, any decision of the determining body being appealed from shall apply and be performed and discharged.
- 26.4. Only a club may appeal a Tribunal Decision. The club wishing to appeal must lodge the appeal with the General Manager by 5:00pm on the third day of the decision of the determining body being made, with the first day being counted as the day of the decision being communicated.
- 26.5. The notice of appeal lodged with the General Manager must in writing:

- 26.5.1. identify the decision appealed from;
- 26.5.2. set out the grounds of appeal;
- 26.5.3. set out the persons who will be called in support of the grounds of appeal, together with a short summary of the evidence they will give.
- 26.6. Any notice of appeal received by the General Manager shall be referred without delay to the Secretary of the Appeals Board.
- 26.7. The Secretary of the Appeals Board shall notify the Chairman of the Appeals Board (or his Delegate) and all other relevant parties to the appeal by written notice within 3 days of receiving the appeal, with the day of the lodging of the notice being counted as day one.
- 26.8. The Secretary of the Appeals Board shall notify the Board and the parties to the appeal of the proposed time, date and place of the hearing of the appeal, within 6 days (with the day of lodging being counted as day one) of the appeal notice being lodged with the General Manager.
- 26.9. The Appeals Board may deal with any appeal in such manner as it thinks fit and may impose whatever penalty it considers appropriate in the circumstances upon any party to the appeal or, in the appropriate circumstances and after an appropriate opportunity of being heard has been given, to any other party it considers it appropriate to impose a penalty upon.
- 26.10. Subject to the right of any Member under Rule 8.1 the decision of the Appeals Board shall be final and binding.
- 26.11. The Appeals Board shall notify the parties to the appeal of its decision at the conclusion of the Appeal.
- 26.12. The Appeals Board shall comprise an independent Chairperson who shall be appointed from time to time by the Board and two persons from the Judicial Panel.
- 26.13. The Appeals Board must sit with a quorum of not less than 2 Members.
- 26.14. The Appeals Board's constitution and procedures appear in Schedule G to the YJFL By Laws.

27. BY-LAWS

- 27.1. The Board shall give notice to all Affiliated Clubs and Members of the Board of any proposed change to the By-Laws as soon as practicable after the meeting of the Board at which the change to the By-Law was proposed to be made.
- 27.2. Subject to Rule 27.3 a proposed change to the By-Laws becomes effective 14 days after notice has been given under Rule 27.1 unless within 14 days the General Manager has received a written request from more than 10 of the Affiliated Clubs, requiring the Board to have the change to the By-Laws considered by a Special General Meeting or Annual General Meeting of the League.
- 27.3. Where the General Manager receives a written request under Rule 27.2 to have the proposed change to the By-Laws considered by a Special General Meeting or Annual

General Meeting of the League, the Board shall either convene a Special General Meeting under Rule 18.1.2 or have the proposed change to the By-Laws placed on the agenda of the next Annual General Meeting convened under Rule 17.1 to determine whether to approve the proposed changes to the By-Laws.

- 27.4. A three fourths majority of all Club Directors in attendance at the Special General Meeting or Annual General Meeting held under this Rule 27 and entitled to vote is required to prevent the proposed change to the By-Laws.
- 27.5. Where a proposed change to the By-Laws is considered by a Special General Meeting or Annual General Meeting of the League under this Rule 27, any proposed change to the By-Laws only becomes effective after the Special General Meeting or Annual General Meeting, provided that the proposed change was not detailed under the voting threshold under Rule 27.4.
- 27.6. The Board may consider any recommendations from the Affiliated Clubs to amend the By-Laws.

28. SEAL

- 28.1. The Common Seal of the League shall be kept in the custody of the General Manager at the League's headquarters.
- 28.2. The Common Seal of the League shall not be affixed to any instrument except with the authority of the Board and the affixing of the Common Seal shall be attested by the signatures of either two Members of the Board or one Member of the Board and the General Manager.

29. CUSTODY AND INSPECTION OF BOOKS AND RECORDS

- 29.1. Affiliated Clubs may on request inspect free of charge—
 - 29.1.1. the register of members;
 - 29.1.2. the minutes of General Committee Meetings;
 - 29.1.3. subject to sub-rule (2), the financial records, books, securities and any other relevant document of the League.
- 29.2. The Board may refuse to permit an Affiliated Club to inspect records of the League that relate to confidential, personal, employment, commercial or legal matters or where to do so may be prejudicial to the interests of the League.
- 29.3. The Board must on request make copies of these Rules available to members and applicants for membership free of charge.
- 29.4. Subject to sub-rule (2), a member may make a copy of any of the other records of the League referred to in this Rule and the League may charge a reasonable fee for provision of a copy of such a record.
- 29.5. For purposes of this Rule—
relevant documents means the records and other documents, however compiled, recorded or stored, that relate to the incorporation and management of the League and includes the following—

- 29.5.1. its membership records;
- 29.5.2. its financial statements;
- 29.5.3. its financial records;
- 29.5.4. records and documents relating to transactions, dealings, business or property of the League.

30. FUNDS

- 30.1. The funds of the League may be derived from joining fees, annual subscriptions, donations, fund-raising activities, grants, sponsorships interest and any other sources approved by the Board.

Management of funds

- 30.2. The League must open an account with a financial institution from which all expenditure of the League is made and into which all of the League's revenue is deposited.
- 30.3. Subject to any restrictions imposed by a General Committee Meeting of the League, the Board may approve expenditure on behalf of the League.
- 30.4. The Board may authorise the General Manager to expend funds on behalf of the League (including by electronic funds transfer) up to a specified limit without requiring approval from the Board for each item on which the funds are expended.
- 30.5. All cheques, drafts, bills of exchange, promissory notes and other negotiable instruments must be signed by
- 30.6. All funds of the League must be deposited into the financial account of the League no later than 5 working days after receipt.
- 30.7. With the approval of the Board, the General Manager may maintain a cash float provided that all money paid from or paid into the float is accurately recorded at the time of the transaction.

Financial records

- 30.8. The League must keep financial records that—
 - 30.8.1. correctly record and explain its transactions, financial position and performance; and
 - 30.8.2. enable financial statements to be prepared as required by the Act.
- 30.9. The League must retain the financial records for 7 years after the transactions covered by the records are completed.
- 30.10. The General Manager must keep in his or her custody, or under his or her control—
 - 30.10.1. the financial records for the current financial year; and
 - 30.10.2. any other financial records as authorised by the Board.

Financial statements

30.11. For each financial year, the Board must ensure that the requirements under the Act relating to the financial statements of the League are met.

30.12. Without limiting sub-rule (1), those requirements include—

- 30.12.1. the preparation of the financial statements;
- 30.12.2. if required, the review or auditing of the financial statements;
- 30.12.3. the certification of the financial statements by the Board;
- 30.12.4. the submission of the financial statements to the annual general meeting of the League;
- 30.12.5. the lodgement with the Registrar of the financial statements and accompanying reports, certificates, statements and fee.

31. WINDING UP AND CANCELLATION

- 31.1. The League may be wound up voluntarily by special resolution.
- 31.2. In the event of the winding up or the cancellation of the League, the surplus assets of the League must not be distributed to any members or former members of the League.
- 31.3. Subject to the Act and any court order made under section 133 of the Act, the surplus assets must be given to a body that has similar purposes to the League and which is not carried on for the profit or gain of its individual members.
- 31.4. The body to which the surplus assets are to be given must be decided by special resolution.

32. CHEQUES

- 32.1. All cheques, drafts, bills of exchange, promissory notes and other negotiable instruments must be signed by the President and/or the Treasurer and the League's General Manager.

33. UMPIRES MANAGER

- 33.1. The Board shall appoint an Umpires Manager to be known as the "Umpires Manager":
 - 33.1.1. to select, appoint, control and organise and discipline all Umpires required to officiate at matches authorised or organised by the League;
 - 33.1.2. to recommend Rules of the Laws of Football to be adopted by the League;
 - 33.1.3. to arrange representation of Umpires appearing before the League's Independent Tribunal, Conduct Investigation Tribunal and Appeals Board;
 - 33.1.4. to deal with any matters referred to it by the League;
 - 33.1.5. to abide by the directions of the Board from time to time;

33.1.6. to report to the General Manager.

33.2. The Board may appoint other persons from time to time to assist the Umpires Manager perform his/her duties.

34. WITHDRAWAL OF AFFILIATION

34.1. An Affiliated Club Member may apply to withdraw its affiliation with the League only between 1 September and 31 October in any year by giving notice in writing to the General Manager. Such notification shall be signed by the Board Members of the Affiliated Member concerned and shall contain the reason for its decision to seek withdrawal together with a duly certified minute of the Meeting where a majority of the members voted to withdraw affiliation with the League.

34.2. The Board shall consider and rule upon any such application within 21 days of receipt of the notice in writing.

34.3. In the event the Board objects to the withdrawal application, the General Manager shall advise the Club in writing, of the reasons for its refusal within 7 days of that refusal.

34.4. Any Affiliated Club Member may within 7 days of receipt of the reasons appeal the decision to AFL Victoria.

35. ALTERATION OF RULES

35.1. These Rules may only be altered by special resolution of the Annual General Meeting.

36. AUDITOR

36.1. The League shall in each calendar year appoint auditors who shall be elected at the Annual General Meeting of the League.

36.2. The auditors shall have access whenever required to all books and records of the League.

36.3. The auditors shall report on the accuracy of the annual financial statements of the League and the report shall be submitted for consideration at the Annual General Meeting of the League.

37. PROXY

37.1. Each Member Club shall be entitled to appoint one authorised representative or a substitute as its proxy by notice given to the General Manager at or before the commencement of the meeting in respect of which the proxy is appointed.

37.2. The notice appointing the proxy shall be in the form of Schedule 5.



YARRA JUNIOR FOOTBALL LEAGUE INCORPORATED

SCHEDULE 1

AFFILIATED CLUBS (RULE 5.3)

Aquinas Junior Football Club Inc.
Ashburton United Junior Football Club Inc.
Balwyn Junior Football Club Inc.
Banyule Junior Football Club Inc.
Beverley Hills Junior Football Club Inc.
Boroondara Hawks Junior Football Club Inc.
Brunswick Junior Football Club Inc.
Bulleen Templestowe Districts Junior Football Club Inc.
Bundoora Junior Football Club Inc.
Camberwell Junior Football Club Inc.
Canterbury Junior Football Club Inc.
Carlton Junior Football Club Inc.
Doncaster Junior Football Club Inc.
Fitzroy Junior Football Club Inc.
Glen Iris Junior Football Club Inc.
Greythorn Football Club Inc.
Hawthorn Citizens Junior Football Club Inc.
Heidelberg Junior Football Club Inc.
Ivanhoe Junior Football Club Inc.
Kew Junior Football Club Inc.
Kew Rovers Football Club Inc.
Macleod Junior Football Club Inc.
North Brunswick Junior Football Club Inc.
Parade St Damians Junior Football Club Inc.
Park Orchards North Ringwood Parish Junior Football Club Inc.
Parkside Junior Football Club Inc.
Preston Bullants Junior Football Club Inc.
Richmond Junior Football Club Inc.
South Yarra Junior Football Club Inc.
St Marys Greensborough Junior Football Club Inc.
Surrey Park Junior Football Club Inc.
Templestowe Junior Football Club
Warrandyte Junior Football Club Inc.
Whitehorse Colts Junior Football Club Inc.



YARRA JUNIOR FOOTBALL LEAGUE INCORPORATED

SCHEDULE 2

**APPLICATION FOR MEMBERSHIP
(RULE 5.6.8)**

TO: GENERAL MANAGER
YARRA JUNIOR FOOTBALL LEAGUE INCORPORATED

TAKE NOTICE THAT:

(FULL NAME OF APPLICANT)

OF _____
(ADDRESS)

desires to become a member of the Yarra Junior Football League Incorporated.

In the event of our admission as a Member Club we agree to be bound by the Rules and By-Laws of the League for the time being in force.

DATED this day of , 20.....

The common seal of the Applicant was)
impressed on this application pursuant to its)
Rules in the presence of -)

..... Public Officer

..... Committee Member

..... Committee Member



YARRA JUNIOR FOOTBALL LEAGUE INCORPORATED

SCHEDULE 3
(RULE 5.10)

**NOMINATION OF CLUB DIRECTOR AND OFFICE BEARERS
CONTACT INFORMATION**

TO: General Manager Yarra JFL
PO Box 434
BULLEEN PLAZA 3105
FAX: (03) 9478 9541 (or e-mail: admin@yarrajfl.org.au)

PRESIDENT

.....

SECRETARY

.....

Postal address (if different from Club PO Box):

.....

CLUB DIRECTOR

.....

TREASURER

.....

Send League Invoices direct to Treasurer - Yes/No If Yes Advise Postal Address:

.....

REGISTRATION SECRETARY

.....

CLUB POST OFFICE BOX ADDRESS

.....

E-MAIL ADDRESS (CLUB)

.....

CLUB WEB SITE ADDRESS

.....

GROUND LOCATION

Address, Melway Reference and Phone Number for each location

.....

CLUB UNIFORM (If any variations proposed):

Description of Uniform:

Colour Photo showing Front & Back of Jumper

NOTE: TEAM ENTRIES ARE REQUIRED BY 3 MARCH 2017



YARRA JUNIOR FOOTBALL LEAGUE INCORPORATED

SCHEDULE 4

**NOMINATION - BOARD
(RULE 11.1)**

I, (the undersigned)

..... do hereby
nominate myself as a candidate for election as a member of the Board of the Yarra
Junior Football League Incorporated at the League's Annual General Meeting on
.....

DATED this day of , 20.....

.....
(Signature of Candidate)

Lodged with the YJFL General Manager on, 20....

Signed:
GENERAL MANAGER

NOMINATED BY:

SECONDED BY:

.....
(Signature)

.....
(Signature)

.....
(Print Name)

.....
(Board Member Name)

.....
(Club)

DATED this day of , 20....



YARRA JUNIOR FOOTBALL LEAGUE INCORPORATED

SCHEDULE 5

**APPOINTMENT OF PROXY
(RULE 37.2)**

..... of
..... being a Member Club of the Yarra
Junior Football League Incorporated appoint:
..... of
..... as our authorized representative to
vote for us on our behalf at the General Committee Meeting of the League/Annual
General Meeting/Special General Meeting* to be held on the day of
....., 20..... and at any adjournment of that meeting.

(* Strike out whichever are not applicable)

The proxy is authorized to vote in favour of/*against (*delete as appropriate) the
resolution (insert details).

The common seal of the Applicant was)
impressed on this application pursuant to its)
Rules in the presence of -)

..... Public Officer

..... Committee Member

..... Committee Member

YARRA JUNIOR FOOTBALL LEAGUE INCORPORATED



LEAGUE BY LAWS

2018

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INTERPRETATIONS

1. In these Rules YARRA JUNIOR FOOTBALL LEAGUE shall be referred to as the “Yarra JFL”, “YJFL” or “the League”.
2. The Yarra Junior Football League Board shall be referred to as “Board”.
3. The Australian Football League shall be referred to as “AFL”.
4. The Independent Tribunal shall be referred to as "the Tribunal".
5. The Conduct Investigation Tribunal shall be referred to as "the CIT".
6. The Yarra Junior Football League Appeals Board shall be referred to as "the Appeals Board".
7. In the interpretation of these Rules, unless the context clearly otherwise indicates, the singular shall include the plural and vice versa and reference to either sex shall include the other.

1. RULES OF THE GAME

- 1.1** All matches shall be played under the laws of Australian Football as advised by AFL Victoria as being applicable to AFL Victoria member matches.
- 1.2** Failure to comply with any of these By Laws may result in a fine. A list of 'Offences To Which Automatic Fines Apply' is at Schedule Q.

2. COMPETITION

2.1 Home & Away Games

- 2.1.1** The Premiership shall be determined by rounds of home and away matches followed by a finals series.
- 2.1.2** Four Premiership points shall be awarded in respect of each match won.
- 2.1.3** Two Premiership points shall be awarded for each match drawn.
- 2.1.4** Percentage shall be calculated by the use of the "for and against" match total points scores.
- 2.1.5** Where a bye is included in a League competition, a match ratio (%) will be applied to determine ladder positions of all teams which reflect the number of wins by each team against the number of matches played by each team.
- 2.1.6** In the event that a club shall fail to field a team in any premiership match, the opposing team shall be granted a walkover and shall be awarded four (4) premiership points and a five (5) goal "for" adjustment shall be made to their percentage calculations. A five goal 'against' adjustment shall be made to the percentage calculations for the team that forfeited the game. Where a forfeit occurs, the team forfeited against must lodge a team sheet if it wishes its players to be credited with a game. The team giving the forfeit cannot lodge a team sheet.
- 2.1.7** During the Grading period if a team withdraws from the competition, all the teams they were scheduled to play will receive a forfeit.
- 2.1.8** At the end of the home and away round of matches the respective positions of the Clubs shall be decided by the application of 2.1.2, 2.1.3, 2.1.4, 2.1.5, 2.1.6. and 2.1.7
- 2.1.9** Prior to any season, where two clubs do not have a sufficient number of players to field a team each in a particular age group, they may apply to the League to merge their teams for one season only and must re-apply the following year if there is a requirement beyond one

season for the same team. One of the clubs must be nominated as the club responsible for the merged team for the season, and all issues such as fees, fines, conduct and nomination of players for representative teams. League approval for the entering of the merged team, and the name of the team, is required.

2.2 Re-grading

- 2.2.1** Regrading will be effected by the League in its absolute discretion immediately following Round 4 of the season, and in doing so the League will have regard to the Guidelines contained in Schedule A. Any re-draws of competitions resulting from regrading will take effect from Round 5.
- 2.2.2** Teams involved will take all premiership points and "for & against" scores into the division they are regraded to. Percentages will be limited to a five (5) goal difference.
- 2.2.3** If re-grading is considered necessary by the League at any other time during the season it will be affected at the discretion of the General Manager.
- 2.2.4** Best and Fairest votes awarded to players during the grading rounds will be carried with any player who changes grades.

2.3 Withdrawal of Team

If a Club withdraws a team from an Age Group, it will be withdrawn from the lowest Division of the Age Group in which the Club fields a team. The Club may approach the League if any variance is sought. The final decision as to location (Grading) of the Team will be made by the League.

2.4 Team Sheets

- 2.4.1** **Team sheets must be created on-line in the Footy Web System prior to the commencement of the match.** The Team Managers for each competing team must comply with the Guidelines set out in Schedule B.
- 2.4.2** The signature of the player shall be added at the playing venue. Each player signing the Team Sheet must take the field. Each player signing the team sheet must spend some playing time on the ground during the match. No player is permitted to sign a team sheet prior to that team sheet being signed by the Team Manager of the opposing team.
- 2.4.3** The team sheet with player signatures shall be handed to the umpire no later than half time.

2.4.4 Should a player arrive late he/she may take the field at any time provided the following procedure is adhered to:

- (a)** The Team Manager and/or player shall inform the Interchange Steward of the player's arrival when such player is ready to take the field.
- (b)** After the game, or at half time, the team manager shall accompany the player who will sign the Team Sheet in the presence of the Umpire.

Where an additional player would have implications for the evening-up of player numbers on the field refer to Rule 8.5.7.

2.4.5 Where it has been necessary to make changes to the On Line team sheet created pursuant to By Law 2.4.1, a club must ensure that the On Line Team Sheet is altered accordingly by no later than midnight on the Sunday evening of the match

2.5 Premiership Points/Percentage

NOTE: The League may at its discretion remove or alter points and or percentages if a properly convened Conduct Investigation finds against clubs for major rules breaches in a match.

2.6 Finals

At the end of the Home and Away Season the four leading clubs in each division shall play a second round of matches in such manner as the League shall determine and the successful club at the end of this series shall be the Premier Club of the division.

2.6.1 All clubs competing in the Finals series must comply with the guidelines set out in Schedule I.

2.7 Drawn Finals

2.7.1 There shall be no drawn games in finals series.

2.7.2 Should scores be drawn at the end of normal time then, after a four (4) minute break **when coaches may address their players**, a further ten (10) minutes shall be played with the teams changing ends after five (5) minutes.

2.7.3 No officials, **except Runner and/or Trainer in the normal performance of their duties**, shall be allowed on the ground at the five (5) minute change of ends.

- 2.7.4** Should scores still be tied then revert back to 2.7.2 until a result is achieved.

3. MATCH RULES

3.1 Starting Times

- 3.1** Play in all matches shall commence at times determined by the League.

- 3.1.1** Clubs not ready to start play within five [5] minutes of the scheduled starting time shall be liable to a fine and after 10 minutes the game shall be forfeited. The Field Umpire shall have the discretion as to whether a game shall be forfeited or played as a normal game.

3.2 “All Clear” After Match

Within Fifteen (15) minutes of the termination of a match, Team Managers shall ascertain from the Officiating Umpire whether there were any reports made or whether the match was "All Clear".

3.3 Centre Square Infringement

The Centre Square Infringement Rule will only be adjudicated by League appointed Boundary Umpires.

3.4 Score Disputes

In the event of a dispute between goal umpires as to the scores, the score card that is agreed between that of both Timekeepers and that of one Goal umpire shall be final. If a dispute still remains the matter is to be referred to the CIT for decision.

3.5 Length of Quarters

Under 10 - Under 13:	15 Minutes
Under 14 - Colts:	20 Minutes
Under 11 to Under 14 Girls:	15 Minutes
Under 15 Girls - Youth Girls:	20 Minutes

Instructions to Timekeepers relating to adding time and sounding siren to end play are shown at Rule 5.6

3.6 Times Between Quarters

QUARTER TIME	4 MINUTES	HALF TIME	12 MINUTES
THREE QUARTER TIME	7 MINUTES		

3.7 Termination of Game

- 3.7.1** If a match is terminated prior to the half time period the match shall be deemed to be drawn and the scores of the teams at the time shall be used to calculate the percentage of each team.
- 3.7.2** If a match is terminated at or after the half time period and before the scheduled completion, the scores at the time shall be deemed the final scores of the match. The team with the highest score shall be deemed the winner of the match and the scores shall be used in calculating the percentage of each team.
- 3.7.3** Only a Field Umpire can terminate a game. Where a team has refused to continue a game the matter will be reviewed by the Board to determine appropriate action. In any circumstances where a game has been terminated the Field Umpire/s must provide a detailed report to the League.

3.8 Kicking the ball off the ground

In the following competitions kicking the ball off the ground is not permitted:

Mixed - Under 8, Under 9 and Under 10
Girls - All Girls competitions

3.9 Incident Reporting

Where an incident requiring an emergency service such as an ambulance occurs at a venue on match day, an Incident Report Register must be completed and retained by the club.

3.10 Use of Audio or Visual Recording Equipment on Ground

The use of audio or visual recording equipment is not permitted on the field of play while the match is in progress.

4. GROUNDS

4.1 Grounds

Matches shall be played on such grounds as may be approved and allocated by the League.

4.2 Ground Size

If both Coaches agree, the size of the ground for games up to and including the Under 11 level may be reduced in size.

4.3 Home Team Responsibilities

The home team shall be responsible for the provision of:

- 4.3.1** A suitable ground;
- 4.3.2** Four Goal and Behind posts of standard size and suitably padded;
- 4.3.3** Two footballs of a size required for the grade and in good match condition; Ball size as per Schedule C.
- 4.3.4** A clearly defined and visible white or black Boundary line:
- 4.3.5** A bell or siren of sufficient tone to be easily heard all over the ground. (No vehicle horn may be used)
- 4.3.6** A goal line 9 metres long, a centre circle 3 metres in diameter and an outer circle 10 metres in diameter shall be clearly defined. Both circles to be divided into two semi circles, by drawing a straight line parallel with each goal line. A forty-five (45) metres centre square shall be clearly defined.
- 4.3.7** Two (2) sets of interchange lines:
 - One (1) to be placed near the Pavilion for injured Players only;
 - One to be placed away from the major spectator area (Pavilion) for normal player interchange.
- 4.3.8** A line one metre from the boundary in from each coach's area, marked on the ground. All playing and coaching personnel shall remain behind the line at all times. A fine will be imposed for non-compliance.
- 4.3.9** Where grounds are unfenced -
 - the area behind the goals shall be fenced or roped off for an area of twenty-five (25) metres wide, and five (5) metres deep; and
 - a second line shall be marked not less than three (3) metres out from the boundary line around the perimeter of the ground, to indicate where spectators should stand.

A failure to comply with any part of this By-Law shall result in a fine being imposed in accordance with Schedule Q.
- 4.3.10** Each venue shall have two coaches benches, one for the home team and one for the away team. Each shall have adequate shelter

from inclement weather and sufficient seats or bench space for six people to sit.

All Coaching Bench areas shall be located opposite pavilion where crowds gather unless permanent structures in place dictate otherwise. All Coaching bench areas shall be roped off for an area of Three (3) metres either side by Three (3) metres deep. A fine will be imposed for non-compliance.

4.3.11 A pair of Goal Flags.

4.3.12 An approved Clock Timer

4.3.13 A stretcher at all home grounds. The stretcher should be located in a visible and easily accessible location.

4.3.14 Water Carrier areas

An area one metre by two metres to be marked outside the boundary line on the 50 metre line on the side of the ground opposite the coaches benches.

4.3.15 Score Boards

The Home Team Shall be responsible for the provision of a Scoreboard so that the scores of the game being played are displayed. A fine will be imposed for non-compliance.

4.3.16 Ground Inspection

The Home Team shall be responsible for conducting, prior to each days play, a ground inspection and must complete a Ground Inspection Report Form as set out in Schedule L – Risk Management.

If any player or official is of the opinion that the venue is unsafe for play for whatever reason, he/she should not sign the team sheet. Any player or official who does not sign the official team sheet is ineligible to take part in any match in accordance with By Law 2.4.

If on the day of any match the umpire(s) and both team coaches deem that the playing surface is unsafe for play to commence or continue, the game shall be cancelled or abandoned. If the coaches cannot agree on the suitability of the ground for play the umpire(s) shall have the final decision.

4.3.17 Recording of Scores

Home teams are responsible for entering scores through the YJFL website by 6.00pm on match day. A fine will be imposed where scores are entered late (see Schedule Q)

4.4 Away Team Responsibilities

4.4.1 The Visiting Team shall supply a pair of Goal Flags

4.5 Adverse Weather

4.5.1 In the event that the Adverse Weather Committee of the League shall decide that conditions are such that matches will not be played, they shall if possible be allocated to an alternate day.

4.5.2 Where it is not possible to replay ALL matches, the round will be considered void.

4.5.3 Where weather conditions are adverse on match day, or conditions deteriorate during a match, the field umpire(s) may determine that a match should be abandoned in which case By Law 3.7 applies.

5. MATCH OFFICIALS

5.1 Authorised Persons

Authorised persons within the Coaches area may stand inside the fence provided they are identified by approved League apparel.

5.1.1 The maximum number of officials allowed in this area is Four (4) comprising of:-

- 1 – Coach
- 1 – Assistant Coach
- 1 - Runner
- 1 - Trainer

Coaches must coach from within the designated Coaches area. Assistant Coach is allowed in area

5.1.2 A second trainer may be positioned inside the fence on the opposite side of the oval to the coaching area.

5.1.3 Where the area is not secure (4.3.10), umpires shall report the Club and/or Officials.

5.1.4 The Coaches area is the area in front of the Coaches Box which is bordered by the line one metre from the boundary line as stipulated in By Law 4.3.8, and three metres each side of the coaches box.

- 5.1.5** Match Officials, including Trainers, Runners, Boundary Umpires, Goal Umpires and Water Carriers, shall not Coach from the sidelines or from the field or interfere with opposition players or officials, either verbally or physically.

5.2 Coaches

- 5.2.1** A Club appointing a first year coach or assistant coach must enrol the coach in a Level 1 accreditation Course before the end of May in the year concerned.
- 5.2.2** Clubs appointing coaches or assistant coaches who have served the club as a coach or assistant coach, or who have served elsewhere prior to the current season, must ensure that they have, or obtain prior to the season, a current Level 1 accreditation or higher.
- 5.2.3** Where replacement Coaches are required to fill-in for the appointed Coach, in emergency, one-off situations, they are exempt from the requirement to hold accreditation.
- 5.2.4** In special circumstances a Club may apply in writing to the League for a Coach to be exempted from holding accreditation, given the Coach's previous record and experience.
- 5.2.5** All Coaches and Assistant Coaches must be registered with the League on the Footy Web (Sports TG) system and have their Level 1 accreditation entered on to Blue Q. Clubs must provide a report to the League, by the end of May, of all their Coaching appointments including the status of their Coaching accreditation together with completed Registration Form for newly appointed Coaches. Only new Coaches are required to register each year.
- Clubs are required to have all Coaches and Assistant Coaches read and sign the Coach Code of Conduct Acceptance Form. All completed forms must be entered via the Blue Q website prior to Round 1 of each season.
- 5.2.6** Coaches are not permitted inside the boundary line while a match is in progress, except to attend to an injured player where there is insufficient help from a trainer or other recognized Official. Non-compliance with this Rule will result in disciplinary action by the League.
- 5.2.7** Coaches and Assistant Coaches must wear approved identification as supplied by the League. This apparel must be visible at all times.

5.3 Runners

- 5.3.1** Runners must wear approved League apparel, visible at all times. A fine will be imposed for non-compliance.

- 5.3.2** A Runner may remain on the field only long enough to deliver two (2) messages, and shall return directly to the coaching area immediately thereafter.
- 5.3.3** Failure to conform will result in a demand from the Umpire for the replacement of the offender and disciplinary action by the League.
- 5.3.4** If the Coach refuses to comply with the request for replacement, the match will be abandoned and full points awarded to the opposing team.

5.4 Trainers and Water Carriers

- 5.4.1** All Trainers shall wear approved League apparel, visible at all times. A fine will be imposed for non-compliance.
- 5.4.2** The Trainers role is to:
- Attend to injured players on the ground. If any injury appears to be serious, qualified medical assistance should be obtained immediately
 - Be responsible for the venue's stretcher to be readily available and visible at the edge of the ground
 - A trainer is not permitted to act as second runner or to coach players and may remain on the field only for the length of time taken to treat an injured player. Failure to conform will result in a demand from the umpire for the replacement of the offender and disciplinary action by the League
 - A Trainer may carry water when attending an injured player, but is not permitted to act as a Water Carrier unless there is no designated Water Carrier

It is also recommended that the phone numbers of each player's parents or guardian are available and that relevant medical conditions of players are known

- 5.4.3** Each team is permitted to have two (2) Water Carriers. All Water Carriers are to be positioned in the designated location (as per By-Law 4.3.14) on the opposite side of the ground to the coaches boxes. Water Carriers are only permitted to enter the playing arena during a substantial break in play (e.g. when a goal is kicked, or where there is a significant stoppage for injury). Water Carriers must wear approved League apparel and must not coach, barrack or engage in any interaction with players. The Field Umpire(s) may pay a free kick against the offending team where a Water Carrier is on the arena during general play.
- 5.4.4** Concussion Management. All clubs are to adopt the AFL position statement 'The Management of Concussion in Australian Football with Specific Provision for Children 5-17 years' for all age groups,

and to ensure that all Team Managers, Coaches and Trainers adhere to the policy.

5.5 Goal Umpires

Goal Umpires shall each wear a white coat.

5.6 Timekeeper

Each team must supply a Timekeeper. Both Timekeepers are to complete all details on the timekeeping card, including the scores, and sign the timekeeper's card on completion of the game.

5.6.1 The Field Umpire can instruct the Time Keepers to add time. This includes when the match is held up to remove an injured player from the field or for any other abnormal time lost. Any time added for that quarter will be for that quarter only. The remaining quarters will be of the prescribed length for the competition.

5.6.2 The Timekeepers shall sound the siren to signal the end of a quarter until a field Umpire acknowledges that the siren has been heard and brings play to an end.

5.6.3 Where the Umpire has mistakenly heard the siren to sound the end of playing time or the siren sounds mistakenly prior to the end of a quarter the Timekeepers must alert the Field Umpire as soon as possible of the error.

5.7 Boundary Umpires

5.7.1 Boundary Umpires shall wear a plain white shirt (without Club insignia or Logo) and shorts and shall be equipped with a whistle.

5.7.2 Minimum requirements for Club appointed Boundary Umpires shall be a white top and whistle.

5.8 Umpire Escort

An adult Umpire Escort shall be supplied by both the Home Club and the visiting Club. The Umpire Escort must wear the League approved Bib identification. The Umpire Escort shall be required to escort the Field Umpire/s from the field at half time and after the match and to stand with the Field Umpires during the quarter and three quarter time breaks

5.9 Team Manager

A Team Manager must wear the League approved Bib identification. Team Managers must not approach, or interact with, opposition players and officials

apart from liaising with the opposition Team Manager. Team Managers are not to be in the Coaches areas.

5.10 Contact with Umpires

Only Team Managers may liaise with Umpires at matches, unless the Umpire/s initiate an approach to other Club Officials. On the field, only the team captain may approach the Umpire/s.

5.11 Ground Manager.

At each venue, the Tenant Club shall supply a Ground Manager for each match who will be responsible for monitoring crowd behaviour and bringing any inappropriate conduct to the attention of club officials. The Ground Match Manager will also be the point of contact for any queries or concerns about the venue. A Ground Manager must wear the League approved identification. The Ground Manager must be a responsible adult and should not hold any other match day official role (e.g. the Ground Manager should not be the Team Manager or the Canteen Manager).

6. PLAYER ELIGIBILITY

6.1 Age groups

- 6.1.1** The clubs of the league shall play in their respective age groups for Premiership points.
- 6.1.2** Age groups shall commence on the first of January of the current year. Exceptions may be permitted upon application to the League.

6.2 Player Registration

- 6.2.1** The League and Clubs shall maintain a register of all players in each grade entered in the League.
- 6.2.2** To be registered to play Tackers, players must be at least 7 years old by the 30th of April in the year they commence playing Under 8's.
- 6.2.3** **Transfer of players will close at 7pm on the last day of June each year except for players who are subject to Interstate Transfer.**
- 6.2.4** Youth Girls must be between the ages of 12 and 17 years of age at the 1st January. However, Girls who are 12 years old must apply to play Youth Girls using the 12 Year Old Permit Form
- 6.2.5** Where a player has a physical or intellectual disability or has physical size and/or development issues, and a medical physician certifies the player is unable to play in his correct age group, a club may apply to the League for approval for that player to play in a lower age group, using the official form. Such approval shall be at the discretion of the League and shall be for one season only.

6.3 General

- 6.3.1** A Player may not play more than two [2] years out of his/her respective age group. ie. an Under 10 may not play in an Under 13 Match.
- 6.3.2** Any Club with multiple teams in the same division of an age group must register each team separately and they will take part in the competition on the same terms and conditions as if they were entered as separate Clubs. Movement of players between teams in these circumstances can only be made after League approval is obtained. A list of players in teams concerned shall be forwarded to the League after final Grading of teams has been determined.
- 6.3.3** Any Club which fields an ineligible player as defined in these Rules, or fails to comply with these Rules shall be liable to a penalty as prescribed in Schedule Q for each offending player plus the loss of all scores made by the team. All points for the match will be awarded to the opposing team provided that they have complied with the Rules.

6.4 Home and Away Games

- 6.4.1** Where multiple Sections are included in a grade, no more than four (4) Players may be rotated from a higher section to a lower Section Team per round. Where a player has played the number of games in a division as specified below, he/she may not be rotated to a lower division for the remainder of the season. Where a club has multiple teams in an age division and may be unable to field a team in a lower division due to injuries or other player absences, the Club may seek approval from the League to utilize players from a higher team. Such approval shall only be given to enable up to the maximum numbers for that competition to take the field. Such application should include at least six players names

<u>Season Length</u>	<u>Games</u>
16 Rounds	6
15 Rounds	6
14 Rounds	5
13 Rounds	5
12 Rounds	4
11 Rounds	4
10 Rounds	4

Spirit of the Rule. The League expects all team officials to adhere to the spirit of this rule which is to include players from the Higher Section team in the Lower Section team when that team is short of playing numbers, not to win games in the lower Section'

- 6.4.2** Where a team has a bye, its players from the previous round cannot be rotated to a team in a lower division in the age group without approval from the League.
- 6.4.3** No Player may participate in two games in the same age group in the same round, even if the two games are in different divisions of that age group or are played on separate days. The teams in which the ineligible player participates may, at the discretion of the League, forfeit premiership points and points scored, if applicable, and/or the Club shall be penalised in accordance with Schedule Q. The opposing team, where applicable, shall be awarded the premiership points and retain points scored.

6.5 Finals Games

- 6.5.1** To be eligible to compete in a finals team, a player must have played the minimum number of games required in the team concerned. Where a team has one or more byes in a season, the number of games required will be reduced on a pro rata basis for finals qualification purposes. Exemptions to this requirement may be

granted upon application to the League under the genuine shortage provisions (By Law 6.5.5), or because of injury or other special circumstances.

<u>Season Length</u>	<u>Finals Eligibility Games</u>
16 Rounds	6
15 Rounds	6
14 Rounds	5
13 Rounds	5
12 Rounds	4
11 Rounds	4
10 Rounds	4

Any applications must be lodged with the League by 5pm on the Tuesday following the final home and away round. A list of players permitted to play finals under the exemptions will be published on the YJFL website by the Thursday prior to the semi-final week end.

- 6.5.2** A player who qualifies for finals in multiple Divisions within an Age Group may only play finals in the highest Division of that Age Group for which they have qualified.
- 6.5.3** A player who qualifies for finals in a higher Age Group may only play finals in the highest Age Group for which they have qualified.
- 6.5.4** In Finals a number of players greater than 24 may be utilized, provided that each player is eligible to compete in a finals series in accordance with By Law 6.5.1 and 6.5.2.
- 6.5.5** Where a team has a genuine shortage of eligible players for finals games, the Club may seek approval from the League for the utilisation of players from other teams other than the one claiming genuine shortage. The League must promptly determine an application made under this Rule and similarly notify the applicant Club of the determination.

The intention of this By Law is to enable the team to field the minimum number of players in a final, and not to improve the performance of the team.

- 6.5.6** An application under By Law 6.5.5 must include at least six players. League approval will only be given for players from a team in a lower division. If the clubs does not have a team in a lower division, it may nominate players from a lower age group. In exceptional circumstances variations to this rule may apply upon application to the League. The League will take into consideration whether

nominated players have received votes in the League Best and Fairest in the lower division or lower age group competition.

- 6.5.7** For the purpose of By Law 6.5.5, a team has a “genuine shortage” for finals games when they have less than 20 players. For Girls teams a genuine shortage is less than 18 players.
- 6.5.8** Players approved under By Law 6.5.5 are eligible to play finals with the team who sought the approval. Finals teams utilising players approved under By Law 6.5.5, may play a finals game with eligible and approved players on the Team Sheet to a maximum on the Team Sheet of 20 players.
- 6.5.9** Approval of players under By Law 6.5.5 may be for one finals game only or the series of finals games with the team that sought the approval
- 6.5.10** Where a player has played 10 or more matches in the TAC Cup Under 18 competitions in a season they are not eligible to play finals in the YJFL in that season.
- 6.5.11** Where a Youth Girls player has played more than 5 games in a senior women’s football competition in a season they will not be eligible to play finals in the YJFL in that season.

7. UNIFORMS

7.1 Registration of Uniforms

- 7.1.1** Each Club shall register its uniform with the League.
- 7.1.2** Clubs **MUST** receive prior approval from the League by way of registering their uniform before the uniform is worn. This registration shall include socks (colour).
- 7.1.3** The League's logo shall be displayed on Club / Team Jumpers. The League logo to be on left hand breast in standard size as set by the League.
- 7.1.4** Colour photographs of the uniform are to be supplied, with a description, to the League's General Manager for entry into a register.
- 7.1.5** Players not attired in a registered uniform with a number not meeting the requirements shall cause the club to be fined.
- 7.1.6** Sponsorship – Signage on Jumpers: League Approval to placing sponsorship signage/logo on Club uniforms must be obtained. The league reserves the left side on the front of jumpers for sponsorship

signage (for League Major Sponsor). Clubs may use the right side chest of the jumper to display a Club sponsorship (signage and/or logo) which shall be within the parameters of a square measuring 75mm x 75mm.

7.1.7 The back of the jumper is also available for Clubs to utilise where sponsorship signage must appear below the number at a height of no more than 10/11 centimetres.

7.1.8 Where clubs competing in a match have a jumper clash as listed in Schedule T, the Away club must wear an alternative jumper. Where an away team does not wear a clash jumper in one of the identified clashes in Schedule T, a fine will be imposed as per Schedule Q.

7.1.9 In the event that clubs who are competing in a finals match have a jumper clash as listed in Schedule T, the second named club in the finals fixture must wear an alternative jumper.

7.1.10 Where short or long sleeved clothing is worn under the jumper, the colour of the clothing must be the same as the predominant jumper colour.

7.2 Shorts

7.2.1 When playing at Home, or first named team when playing at a neutral venue, wear either Black or League approved coloured shorts.

7.2.2 When playing away wear WHITE shorts.

7.2.3 The first named side (in fixtures) is always the Home team

7.3 Numbers

7.3.1 Players taking part in matches shall be identified by the display of individual numbers on the registered uniform of the club.

7.3.2 No duplication of numbers is permitted.

7.3.3 The size of these numbers shall be a minimum of 20 centimetres in height.

7.4 Bicycle Shorts - Skins

Bicycle shorts (skins), when worn, are to be the colour of the shorts worn or flesh coloured. Full length skins are not permitted to be worn unless for reasons of religious custom or medical purposes.

If for medical purposes then the procedure for protective clothing under By Law 7.6 must be followed.

7.5 Gloves

Gloves are banned from being used in all League games unless for medical purposes in which case the procedure for protective clothing under By Law 7.6 must be followed.

7.6 Protective clothing

The wearing of glasses or any protective guards/braces on any part of the body during matches will only be permitted where written medical evidence for the need to wear glasses or guards/braces is provided. The written medical evidence must be produced by or on behalf of the player on request by the Field Umpires(s), who shall have the sole discretion to allow or disallow the wearing of glasses and guards/braces. Players are permitted to wear appropriate helmets.

7.7 Fingernails

Players are required to keep their fingernails trimmed to avoid scratching or other injuries to other players. Umpires will be responsible for checking hands to ensure fingernails do not extend beyond the end of the finger, and where necessary will require the player to tape their fingernails.

8. COMPOSITION OF TEAMS

8.1 Maximum Number of Players

8.1.1 The total number of players allowed in Home and Away matches is 24 ie 18 players, plus 6 Interchange players. In Girls competitions, the total number of players allowed in Home and Away matches is 24 i.e. 16 players plus 8 interchange players. A team that is detected playing more than the 24 players shall forfeit premiership points and their score for the game concerned. The premiership points will be awarded to the opposing team.

8.1.2 A team captain may approach the umpire to request a head count. Where a team has more than the permitted number of players on the ground, the score at the time must be recorded by the Goal Umpires / Time Keepers. Play will resume where it was suspended originally.

The Field Umpire will refer the outcome of the head count to the League by notation on the Match Report (Team Sheet)

The League Executive will determine the final score of the game. This may include:

- Loss of all points scored by the offending team up to the time of the head count
- Score of the offending team may revert to their score at the last break (ie the break immediately prior to the detection)

If the head count is considered frivolous by the League Executive the Club calling the head count could be fined.

8.1.3 Where each team has a minimum of 18 players, both teams **MUST** field 18 players with any extra being interchange players.

8.1.4 In the event a Club commences play with fewer than the number allowed, that Club may complete its number in terms of, and subject to, the provisions of Rule 2.4.4 or, if appropriate, 8.5.6.

8.2 Minimum Number of Players

8.2.1 The minimum number of players per team in all boys and mixed competitions shall be 14, and in all girls competitions shall be 11.

A club who has a team that intends to forfeit a scheduled match must advise the League of its intention to do so no later than 5.00pm on the Friday prior to the day of the scheduled match.

8.2.2 In the Under 15 and Colts Divisions, matches shall commence with no fewer than Fourteen (14) Players. Any side that fields fewer than Fourteen (14) within ten (10) minutes of the scheduled starting time, shall be deemed to have given a walk-over without notice and shall pay the full costs of Match Fees. The Clubs concerned may arrange to play a practice match under normal Rules and Conditions.

8.2.3 In all other Divisions up to and including Under 14, when one team has insufficient numbers, (ie 14), the players of both sides shall be combined and a practice match played. The costs of the Umpires shall be equally shared between the two sides. A side refusing, or failing, to play the practice match shall bear the total costs of the Umpires.

8.2.4 Up to and including U/14, all teams are expected to take the field irrespective of the number of Players available, and the following shall apply:

8.2.5 The Team not having the required 14 players shall notify the Umpire and the opposing Team Manager of the intent to forfeit and will participate in a scratch match of equal numbers. If the Team receiving the forfeit refuses to participate in a scratch match, a

fine/loss of premiership points or both may be imposed at the discretion of the League.

- 8.2.6** Under 15/Colts may also play a scratch match, but only at the agreement of officials of both teams. No penalty shall apply.

8.3 Interchange Bench

- 8.3.1** In Finals a number of players greater than 24 may be utilized, provided that each player is eligible to compete in a finals series in accordance with Rule 6.5.1 and 6.5.2 and has played these games in the team concerned.
- 8.3.2** Players can be interchanged at any time during a match.
- 8.3.3** All interchanges to be made in the designated location and shall be made and registered in the presence of the Interchange steward. A player who does not leave the playing surface as specified cannot re-join the game for a period of time equivalent to one quarter of the game being played.
- 8.3.4** The player leaving the field cannot be replaced until he has crossed over the boundary line between the Interchange Gate Marker.
- 8.3.5** Any injured player who leaves the playing area through interchange lines designated for injured players only, shall be replaced through the normal interchange area.
- 8.3.6** All interchange players must remain seated at all times.
- 8.3.7** A replacement may take the field if the replaced Player is so injured that time will be needed to remove him from the field, provided that before doing so the Field Umpire is notified of the move.
- 8.3.8** From the time that such notification is made, the injured Player shall be deemed to have left the field.

8.4 Blood Rule

- 8.4.1** No player shall participate in any League match or continue to participate in any League match for so long as the player is bleeding or has blood on any part of his person or uniform.
- 8.4.2** Any player directed to leave the field shall do so through the designated Interchange area.
- 8.4.3.1** Where a player is directed by an umpire to leave the field under this Rule the umpire shall wait a reasonable period to allow the replacement player to take up position before re-commencing play.

8. 5 Evening-Up of Player Numbers

- 8.5.1** Where one team has between minimum and maximum on field players, and the second team has more players than the first team, **both teams shall field the same number of players**, therefore an equal number of players shall take the field. Exceptions to this rule apply in certain circumstances - refer to 8.5.4, 8.5.5, 8.5.14 and 8.5.15.
- 8.5.2** Up to and including Under 12 Teams, Clubs must loan or accept the number of players required to even up the teams.
- 8.5.3** Team Managers, particularly from the Team that requires the evening-up rule to apply, must ensure that the process is organized as early as possible and prior to the teams taking the field.
- 8.5.4** If a Club does not have jumpers available of a suitable and appropriate size for the Age Group to facilitate the loan of players, there is no requirement to even-up playing numbers on the field.
- 8.5.5** In the Under 13 through to Colts and Youth Girls Age Groups, if players are not offered to the team with less than maximum on field players, then playing numbers must be reduced so that both teams field the same number of players. If players are offered, but not accepted, then the team with the greater number of players is not required to reduce playing numbers, ie the evening up rule does not apply.
- 8.5.6** Where an imbalance is caused during a Match due to injury, playing numbers shall be evened-up for the remainder of the game. A player should join the game from the Interchange Bench, if available. If not, a player from the team with the greater number of players must be removed from the field. The Interchange Steward will be responsible for ensuring teams even up following the removal of a player from the ground in these circumstances, including advising the umpire(s) if necessary.
- 8.5.7** **Late Arrivals** - Should a player arrive late, that player may take the field at any time provided the following procedure is adhered to:
- 8.5.8** The Team Manager shall inform the Officials of the other Team.
- 8.5.9** The Interchange Steward is to be informed when the players are ready to take the field, that the playing numbers of each side are to be increased.

- 8.5.10** Addition to the playing numbers on the field can only be made providing the numbers on the field remain equal for both teams.
- 8.5.11** Where a head count is conducted and uneven playing numbers are evident the scores at the time of the head count shall be noted and the matter referred to the League for determination of the result of the match.
- 8.5.12** **Daily loan of players** - When players are loaned, the Team Manager of both teams shall note on the Team Sheet the number of players loaned. Players may be loaned on a quarter by quarter rotating basis or for the whole match as appropriate.
- 8.5.13** Any dispute regarding By Law 8.5 will be referred to the CIT who will determine penalties, if any, to be applied. Penalties may include loss of premiership points and/or score by the offending team and/or the Club of the offending team shall be penalised in accordance with Schedule Q.
- 8.5.14** The Evening Up Rule is not to be applied in Finals.
- 8.5.15** Where a player is ordered off the field by the Field Umpire and there is no replacement available (as per 9.3.4) there is no requirement to even-up the playing numbers on the field.

The Spirit of the Rule

The league expects all team officials to understand and adhere to the 'spirit' of this rule, which is, the team that has the greater number of players available shall lend as many players as possible to equalise numbers with the other team so that all players available to participate in that match shall have the opportunity to play in as much of that match as possible.

9. OFFENCES

9.1 Officials Powers to Report

- 9.1.1** Where a club is hosting finals at its own venue it will be required to supply a responsible person to act as Ground Manager, and will be required to advise the League of the name and contact phone number of the Ground Manager(s) on the Wednesday prior to the relevant finals.
- 9.1.2** At all times and in all matches, League approved Boundary and Goal Umpires are empowered to reprimand and report Players or Club Officials. Appropriately identified Umpires Coaches are also empowered to enter the field of play at any time to report or reprimand Players or Club Officials.

- 9.1.3** In all matches including Finals, if the League approved Boundary or Goal Umpire reports a Player, they shall, at the earliest opportunity, notify the Field Umpire who shall, upon receipt of the report, send off the reported Player in terms of Rule 9.3.
- 9.1.4** Club appointed officials have no power to report individual players or send them from the ground, but may lodge an official complaint through their club to the League.
- 9.1.5** Termination of Game. The Field Umpire is to call Captains and Coaches over and instruct them that the game will be called off if their team's conduct does not improve. The Umpires will allow adequate time for this to be relayed to the players. If the decision is subsequently made to call off the game the Umpires will:
- Inform the Captains that the game is terminated;
 - Inform the Time Keepers and record the time that the game was terminated;
 - Ensure that all match paperwork is completed in the usual manner and;
 - Forwarded together with Reports to the League's General Manager as soon as possible;
 - Advise the Umpires Manager as soon as possible;
 - Where a match has been terminated by the Field Umpire/s they must provide a report containing the reasons for such action and forward this to the General Manager as soon as possible, together with player / team reports.

9.2 Player Offences

A Player commits an offence if he/she displays any of the types of conduct listed in Schedule S.

9.3 Order Off Rule - Players

- 9.3.1** The order off rule is to apply in all age groups. An Order-Off Form is to be lodged, by the Field Umpire, in all instances of a player being ordered off.
- 9.3.2** The field umpire shall determine the length of time a player ordered from the ground must remain off the playing arena by display of either a **RED CARD** to indicate the remainder of the game, or a **YELLOW CARD** to indicate the equivalent of one quarter of the game being played.
- 9.3.3** The Player must exit through the Interchange area. The Interchange Steward appointed to the game will maintain the necessary time

record and is the only official authorised to consult with the field umpire in regard to the player's eligibility to resume play. This consultation is to take place at the end of the playing period in which the player was sent from the playing arena. The Coach of the offending player may consult the Interchange Steward to ascertain when the player may resume playing.

- 9.3.4** A player who is ordered from the playing arena with a Yellow Card or Red Card may be replaced. A player sent off the field by the Field Umpire shall be escorted from the field by the Team's Runner or Trainer.
- 9.3.5** A player ordered off with a Yellow Card for a second time in a game shall be off for the remainder of the game and is automatically reported.
- 9.3.6** Players reported by official league field, boundary or goal umpires are to be ordered from the playing arena by the field umpire for the remainder of the game in which they have been reported.
- 9.3.7** Should a player refuse to leave the playing arena when ordered off, the field umpire shall inform the coach of the player's team. If following advice to the coach the player does not immediately leave the playing arena, the match will be abandoned and full points awarded to the opposing team. The League will determine the % to be awarded.
- 9.3.8** A player ordered from the playing Arena with a Yellow Card three times in a season will be required to appear before the Independent Tribunal to show cause why a suspension should not be imposed.
- 9.3.9** Players ordered-off for the remainder of the game are to exit the field through the Interchange area and shall be escorted to the clubrooms by the Team Runner, Trainer or Team Manager immediately. The reported player shall change out of their team uniform and is not permitted to re-enter the playing arena for the remainder of the match including breaks.
- 9.3.10** Where a player is reported (Red Card) the umpire will complete the official Report Form after the match regarding the Intention, Impact, Location and Point of Contact in a case of physical contact, and Intent and nature of abuse in the case of the abuse of an umpire or other person, which will determine whether a mandatory penalty will be given.

The Umpire will offer the mandatory penalty to the player, who is to be accompanied by the Team Manager, immediately after completing the Report Form., and a copy of the form will be handed to the Team Manager.

If the penalty is not offered, or not accepted if offered, the player will be required to appear at the Tribunal on the Monday night following the match.

The League will review the report on the evening of the match, and will advise the club immediately whether a mandatory penalty, if accepted, will stand or the player will be required to appear at the Tribunal on the Monday evening immediately following the match.

The Reporting System is included at Schedule V to these By Laws.

Any YJFL appointed Umpire who fails to order-off a reported player shall face disciplinary action at the instance of the Board or of the Umpires Manager.

9.4 Order Off Rule - Officials

9.4.1 The order off rule is to apply, and an Order Off Form is to be lodged by the Field Umpire in all instances of an official being ordered off.

9.4.2 The umpire shall determine the length of time an official ordered from the ground must remain off the playing arena by displaying either a **RED CARD** to indicate the remainder of the game or a **YELLOW CARD** to indicate the equivalent of one quarter of the game being played.

9.4.3 Officials ordered off from the field may be replaced. Any Officials ordered off for a second time in a game shall be ordered off, for the remainder of the game and is automatically reported.

9.4.4 Officials reported by an official League field, boundary, or goal umpire are to be ordered from the playing arena by the field umpire for the remainder of the game, including quarter, half and three quarter time breaks, in which they have been reported.

A reported official is required to appear before the Independent Tribunal on the Monday evening immediately following the match.

9.4.5 If an official refuses to leave the playing arena when ordered off, the field umpire shall inform the Coach or other relevant team officials. If following advice to the other team officials the official does not leave the playing arena, the match will be abandoned and full points awarded to the opposing team. The League will determine the % points to be awarded.

9.5 Melees

A player or players who contribute to the formation of melees are, at the discretion of the Umpire/s, liable to be ordered from the field.

9.6 Alcohol

Consumption of alcohol by person or persons in any form at Yarra JFL scheduled matches is strictly prohibited and can result in loss of premiership points, fines and disqualifications of individuals, teams or clubs from the Yarra JFL.

9.7 Suspended Players and Officials

9.7.1 Where a player or official is suspended by the Independent Tribunal or Conduct Investigation Tribunal, the player is not eligible to receive an award for finishing in the top ten of a YJFL Best and Fairest Award and the official cannot coach or act as an official for any representative team during the period of suspension.

9.7.2 Where a player or official is suspended by the Independent Tribunal or the Conduct Investigation Tribunal the player or official shall not be permitted to enter any YJFL playing arena on match days during the period of suspension including during quarter, half and three-quarter time breaks.

10 RULES FOR UNDER 8, UNDER 9, UNDER 10 MIXED AND UNDER 10 GIRLS COMPETITIONS

10.1 UNDER 8 COMPETITION

The competition to be the Introductory phase of the Yarra Junior Football League competition. Players must be at least 7 years old by 30 April of the year they commence playing.

10.1.1 Player numbers.

Twelve players per side on the ground at any one time, plus up to four interchange players. Under 8 teams are to have balanced numbers. Where one team is short on players, the opposition will loan players to ensure equality of team numbers on the field.

Interchange of players to be only at quarter, half, and three-quarter time breaks, except in the case of injury when a replacement may be made immediately.

10.1.2 Ground Size:

80 metres x 60 metres approximately which is designed to fit two games per oval.

10.1.3 Zones.

Three equal zones to be marked with cones or discs, with four players from each team per zone. The Umpire will pay a free kick to the opposition if a player does not adhere to their zone.

10.1.4 Match Length

There will be four 10 minute quarters with breaks of five, five and five minutes, with the match to be completed within one hour.

10.1.5 Competition details

There will be no recorded scores, ladders or finals. Scores will not be displayed on a scoreboard. There will be no recording of best players and goal kickers permitted. No League representative teams will be selected at this level.

10.1.6 Contact

Modified tackling* is permitted, but bumping is not permitted. Players cannot bump or push an opponent, knock/steal the ball out of their opponent's hands or smother the opponents kick.

*Modified Tackling – A player in possession of the ball may be tackled by an opponent wrapping both arms around the area below the top of the shoulders and on/above the knees. The tackle may be from either side or from behind, providing the tackle from behind does not thrust the player with the ball forward (i.e. push the player in the back). If the player in possession of the ball is taken to the ground in the act of tackling, they will receive a free kick. If the umpire feels the player drops to the ground deliberately in order to receive a free kick, they will be penalised for holding the ball.

10.1.7 Umpiring

The Field Umpire, provided by the home team, shall wear a plain white shirt and be equipped with a whistle. Each team will provide a goal umpire.

10.1.8 Bouncing the ball

A player may bounce the ball once before disposing of it.

10.1.9 Marking the ball

A mark is awarded, irrespective of the distance the ball has travelled, to any player who catches it from a kick, or makes a reasonable attempt to catch it.

10.1.10 Kicking off the ground

No deliberate kicking off the ground is permitted; when detected a free kick will be paid to the opposition.

10.1.11 Out of Bounds

From a kick where the ball goes out of bounds a free kick is awarded against the player who last kicked the ball. From hands or body, or if there is doubt, the umpire shall call a ball-up 10 metres in from the boundary.

10.1.12 Stealing smothering, shepherding and barging.

No stealing or smothering of the ball, shepherding or barging is permitted.

10.1.13 Penalties.

No distance penalties apply at this level. Players can be ordered off at the umpire's discretion.

10.1.14 Commencement of play

Play shall be started by a ball-up between centremen at the 3 metre centre circle.

10.1.15 Team Officials

Coaches

Only one coach is permitted on the ground. The purpose of the coach being on the ground is to direct players to stay in their positions and zones. Coaches are to wear League Blue Bib identification

Trainer

A Trainer may not be used to coach players and may remain on the field only the length of time taken to treat an injured player or to provide water. After attending to players Trainers must return to their position behind the boundary line. They are not to remain on the field. The League Green Bib identification must be worn by Trainers

Runner

A Runner is not permitted in Under 8 matches.

10.1.16 At the End of the Game

At the end of the game all Players and Coaches are to gather together on the ground to be addressed by the Umpire, and all will leave the ground together - a visual demonstration of the spirit in which the game is played. Coaches are to instruct players to shake hands before/after game.

10.2 UNDER 9 MIXED & UNDER 10 GIRLS COMPETITION

The competition to be the Development phase of the Yarra Junior Football League competition. Players must be at least 7 years old by 30 April of the year they commence playing.

10.2.1 Player numbers

Fifteen players per side on the ground at any one time, plus up to five interchange players. Under 9 Mixed and Under 10 Girls teams are to have balanced numbers. Where one team is short on players, the opposition will loan players to ensure equality of team numbers on the field.

Interchange of players to be only at quarter, half, and three-quarter time breaks, except in the case of injury when a replacement may be made immediately.

10.2.2 Ground Size:

100 metres x 80 metres approximately.

10.2.3 Zones

Three equal zones to be marked with cones or discs, with five players from each team per zone. The Umpire will pay a free kick to the opposition if a player does not adhere to their zone.

10.2.4 Match Length

There will be four 12 minute quarters with breaks of five, five and five minutes with the match to be completed within one hour and fifteen minutes.

10.2.5 Competition details

There will be no recorded scores, ladders or finals. Scores will not be displayed on a scoreboard. There will be no recording of best players and goal kickers permitted. No League representative teams will be selected at this level.

10.2.6 Contact

Modified tackling* is permitted, but bumping is not permitted. Players cannot bump or push an opponent, knock/steal the ball out of their opponent's hands or smother the opponents kick.

*Modified Tackling - A player in possession of the ball may be tackled by an opponent wrapping both arms around the area below

the top of the shoulders and on/above the knees. The tackle may be from either side or from behind, providing the tackle from behind does not thrust the player with the ball forward (i.e. push the player in the back). If the player in possession of the ball is taken to the ground in the act of tackling, they will receive a free kick. If the umpire feels the player drops to the ground deliberately in order to receive a free kick, they will be penalised for holding the ball.

10.2.7 Umpiring

The Field Umpire, provided by the home team, shall wear a plain white shirt and be equipped with a whistle. Each team will provide a goal umpire.

10.2.8 Bouncing the ball

A player may bounce the ball twice before disposing of it.

10.2.9 Marking the ball

A mark is awarded, irrespective of the distance the ball has travelled, to any player who catches it from a kick, or makes a reasonable attempt to catch it.

10.2.10 Kicking off the ground

No deliberate kicking off the ground is permitted; when detected a free kick will be paid to the opposition.

10.2.11 Out of Bounds

From a kick where the ball goes out of bounds a free kick is awarded against the player who last kicked the ball. From hands or body, or if there is doubt, the umpire shall call a ball-up 10 metres in from the boundary.

10.2.12 Stealing, smothering, shepherding and barging

No stealing, smothering of the ball, shepherding or barging is permitted.

10.2.13 Penalties

10 metre penalties can be applied at the umpire's discretion if they feel a player has been hindered in any way. Players can be ordered off at the umpire's discretion.

10.2.14 Commencement of play

Play shall be started by a ball-up between centremen at the 3 metre centre circle.

10.2.15 Team Officials

Coaches

Only one coach is permitted on the ground. The purpose of the coach being on the ground is to direct players to stay in their positions and zones. Coaches are to wear League Blue Bib identification

Trainer

A Trainer may not be used to coach players and may remain on the field only the length of time taken to treat an injured player or to provide water. After attending to players Trainers must return to their position behind the boundary line. They are not to remain on the field. The League Green Bib identification must be worn by Trainers

Runner

A Runner is not permitted in Under 9 matches.

10.2.16 At the End of the Game

At the end of the game all Players and Coaches are to gather together on the ground to be addressed by the Umpire, and all will leave the ground together - a visual demonstration of the spirit in which the game is played. Coaches are to instruct players to shake hands before/after game.

10.3 UNDER 10 COMPETITION

The competition to be the Transition to Competition phase of the Yarra Junior Football League competition.

10.3.1 Player numbers

Eighteen players per side on the ground at any one time, plus up to six interchange players. Under 10 teams are to have balanced numbers. Where one team is short on players, the opposition will loan players to ensure equality of team numbers on the field.

Interchange of players to be only at quarter, half, and three quarter-time breaks, except in the case of injury when a replacement may be made immediately.

10.3.2 Ground Size

Up to Full size. However, where a large ground is used the coaches should agree to reduce the size of the ground using portable goal posts.

10.3.3 Zones

There will be no zones in the Under 10 competition.

10.3.4 Match Length

There will be four 15 minute quarters with breaks of four, twelve and seven minutes with the match to be completed within one hour and thirty minutes.

10.3.5 Competition details

Scores are allowed to be kept and may be displayed on a scoreboard. There will be no published scores, ladders or finals. All match paperwork is to be submitted to the League for grading purposes. There will be no recording of best players and goal kickers permitted.. No League representative teams will be selected at this level.

10.3.6 Contact

Full tackling is permitted in the Under 10 competition.

10.3.7 Umpiring

A Club Supplementary Umpires will be provided by the home team, unless an official umpire is provided by the League. The Supplementary Umpire must attend a YJFL Supplementary Umpire Training session, and wear a YJFL green Supplementary Umpire polo shirt, and be equipped with a whistle. Each team will provide a goal umpire and a boundary umpire.

10.3.8 Bouncing the ball

A player may bounce the ball twice before disposing of it.

10.3.9 Marking the ball

A mark is awarded when a player catches the ball directly from another player's kick that has travelled at least 10 metres..

10.3.10 Kicking off the ground

No deliberate kicking off the ground is permitted; when detected a free kick will be paid to the opposition.

10.3.11 Out of Bounds

The ball going out of bounds will result in a boundary throw in unless it is on the full in which case a free kick will be awarded to the opposition

10.3.12 Penalties

25 metre penalties can be applied at the umpire's discretion if they feel a player has been hindered in any way. Players can be ordered off at the umpire's discretion.

10.3.13 Team Officials

Coaches

Coaches are not permitted on the playing arena during Under 10 matches and must coach from the coaches box. Coaches are to wear League Blue Bib identification

Trainer

A Trainer may not be used to coach players and may remain on the field only for the length of time taken to treat an injured player or to provide water. After attending to players Trainers must return to their

position behind the boundary line. They are not to remain on the field. The League Green Bib identification must be worn by Trainers.

Runner

A Runner is permitted in Under 10's under the provisions of By Law 5.3.

11. WORKING WITH CHILDREN REQUIREMENTS

11.1 No person may act in the capacity as a Club President, Vice President, Secretary or Treasurer or in the capacity as Coach, Assistant Coach, Team Manager, Runner or Trainer unless that person has:

- (a) Obtained a Working With Children check (WWC), or;
- (b) Lodged an application for a Working With Children check (WWC);
- (c) Sworn member of Victoria Police (who has not been suspended from duty) or a Teacher registered with the Victorian Institute of Teaching.

12. UNAUTHORISED MEDIA STATEMENTS

12.1 No Club shall permit any of its officers, players or members to make any statement to the media (including radio, television and all newspapers) in connection with any Policies or acts of the Board or in relation to any incidents relating to any games conducted by the League without the prior approval of the Board. To do so shall render the Club concerned liable to:

- (I) a fine at the discretion of the League;
- (II) suspension from the League;
- (III) expulsion from the League in accordance with the Rules of the League.

12.2 All Clubs, Officials and Registered Players must abide by the League's media policy set out in Schedule P.

13. PENALTY FOR PLAYING NON-PERMITTED PLAYERS

13.1 Any Club that allows a player to play in home and away matches or finals series matches where the player is not eligible or not registered in the current season shall be liable to:

- A fine as set out in Schedule Q; and
- Loss of all premiership points obtained in matches in which the player played and the awarding of those points to the appropriate opposing teams, or in the case of a finals match shall be deemed to have lost the finals match
- At the discretion of the Board, the Disqualification of the team and/or player from the competition.

14. CODES OF CONDUCT - POLICIES

- 14.1** All affiliated Clubs, Registered Players and Officials are subject to and bound by all Codes of Conduct and Policies issued by the League from time to time.

15. FINES FOR BREACHES

- 15.1** Unless otherwise specified in these by-laws, any infringement of the By-Laws shall as a rule be subject to a penalty of one unit, unless otherwise specified, at the discretion of the League. Offences of which automatic fines apply are set out in Schedule O.
- 15.2** The nominal value of each penalty unit shall be determined by the Board from time to time and may be adjusted by the Board at any time.
- 15.3** The nominal value of one penalty unit applicable from 1st April 2009 until otherwise directed by the Board shall be \$10.00.

16 INDEPENDENT TRIBUNAL

- 16.1** Once a report by an umpire is received by the League that relates to the conduct of a registered player or Official, or a referral is made by the Board, the Secretary of the Tribunal shall make arrangements to convene a hearing of the report/referral by the Tribunal.
- 16.2** The Secretary of the Tribunal shall as soon as practicable notify all interested parties of the time, date and venue of the Tribunal hearing.
- 16.3** The Tribunal hearing will be conducted in accordance with the guidelines contained in Schedule E.

17. CONDUCT INVESTIGATION TRIBUNAL

- 17.1** Once a Complaint by an Affiliated Club or a report by an umpire is received by the League, the Secretary of the CIT shall make arrangements to convene a hearing of the Complaint or report by the CIT.
- 17.2** The Secretary of the CIT shall as soon as practicable notify all interested parties of the time, date and venue of the CIT hearing.
- 17.3** The CIT hearing shall be conducted in accordance with the guidelines contained in Schedule F.

18. APPEALS BOARD

- 18.1** A Notice of Appeal must be in the form of Schedule H.
- 18.2.** Once a Notice of Appeal is received by the League, the Secretary of the Appeals Board shall make arrangements to convene a hearing of the Appeal by the Appeals Board.
- 18.3** The Secretary of the Appeals Board shall as soon as practicable notify all interested parties of the time, date and venue of the hearing of the Appeal.
- 18.4** The hearing of the Appeal shall be conducted in accordance with the guidelines contained in Schedule G.

19. VALIDITY OF HEARING

- 19.1** Where there is any procedural irregularity in the manner in which a matter has been brought before the Tribunal, the CIT or the Appeals Board, the Tribunal, CIT or the Appeals Board may still hear and determine the matter unless it is of the opinion that the irregularity has caused or may cause injustice if the matter was heard.

20. AGGRESSIVE PLAYER RECRUITMENT

It shall be an offence for a Club Official and/or Team Official to engage in the aggressive recruitment of players. A Club Official and/or Team Official who is found guilty of engaging in aggressive recruitment of players shall be considered to have engaged in conduct prejudicial to the interests of the League and shall be dealt with as the Board deems fit pursuant to Rule 6.1.3., or otherwise.

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YARRA JUNIOR FOOTBALL LEAGUE

GRADING/ RE-GRADING GUIDELINES

Grading of teams in the Yarra League is aimed at enhancing the playing enjoyment of all players. Playing in a grade that is commensurate with team capability increases the opportunities for players to participate in games, which are competitive. The League will use these guidelines to assist in making grading decisions.

1. The initial Grading of teams to be on the basis of agreed Guidelines, last season's performance and recognize the total number of teams entered in the Age Group.
2.
 - (a) Teams who have played off in the Grand Final in Under 10 to Under 14 Age Groups are automatically graded into a higher Division the next year.
 - (b) Teams who finished in the bottom two ladder positions to drop down to a lower Division the next year.
 - (c) Grading of Colts Teams will be based on Club submissions and the team's previous year's performance.
 - (d) Grading of Under 10 teams. Where Clubs had 2 or more Tacker teams the previous year and nominate 2 or more Under 10 teams, one of these teams will be considered for grading into either the Gold or Brown Sections. Club submissions will also be considered.
 - (e) A team that finishes on top of the ladder in Under 10 to Under 14 Age Groups after completion of Home & Away games but does not play off in the Grand Final will be considered for Grading into a higher Division the following year.
 - (f) Initial grading of Under 11 teams may require greater flexibility in placement of teams having regard to the previous years (Under 10) teams performance.
3. In relation to initial grading of teams in the Under 11 – Under 15 Age Groups Club submissions will be considered where exceptional circumstances have arisen that impact on the team concerned.
4. Where a Club has two teams in the one Age Group they should start in separate Divisions, unless one of the Teams is to be graded in accordance with Guideline No.2 (a) and (b).above. It is possible where Clubs have multiple Teams in the same Age Group that re-grading may result in Teams playing in the same Division.
5. Clubs should alert the Grading Sub-Committee as soon as any problems emerge eg after two games so that the teams/s can be observed.
6. The Grading Sub-Committee will monitor results of the first four rounds played. Adjustments decided, having regard to performances, take effect for Round five and beyond.

SCHEDULE A

7. New Merged Team. Grading of team will be determined on the basis of Club submission and player list review. Entry of team into the League will require BOARD approval. It is necessary that an existing Club assumes responsibility for a merged team. This is required in respect of Match Fees, Administration Fees and any Fines and/or Bonds imposed.

YARRA JUNIOR FOOTBALL LEAGUE

MATCH PAPERWORK

- TEAM SHEET / UMPIRES MATCH REPORT (COMBINED FORM)

Team Sheet is created on-line in the Footy Web System – 2 Copies Printed
The opposition Team Manager must sign both copies of the Team Sheet prior to any players signing it.

One copy (signed by the players) is to be handed to the Umpire not later than half time. The other copy (signed by the players) is to be provided to the Opposition Team Manager.

The copy handed to the Umpire is to be collected after the game.

- SCORE CARDS - TWO

One for the Goal Umpire one for your Timekeeper.

BOTH CARDS TO BE HANDED TO THE FIELD UMPIRE AT THE CONCLUSION OF THE MATCH

- HOME CLUB TO PROVIDE INTERCHANGE STEWARD

- Interchange card/sheet to be handed to the Field Umpire at the conclusion of the match.
- Fifteen (15) minutes before the scheduled starting time of the match the Field Umpire will accompany the home side captain into the visitors' room for the purpose of tossing the coin for the choice of ends.
- Players boots must be checked before the match.
- At the conclusion of the match, the Field Umpire shall complete the Match Report/Team Sheet Form supplied by each Club and forward to the General Manager of the League.
- On this form he shall report any breach of the Rules, a list of which is to be found on the match report/team sheet Form.

ALL CLEAR AFTER MATCH

Within fifteen (15) minutes of the termination of a match, Team Managers shall ascertain from the officiating Umpire whether there were any reports made or whether the match was 'All Clear'.

YARRA JUNIOR FOOTBALL LEAGUE

Logging in to Online Results

The Online Results system can be accessed from your SportingPulse Membership/Competitions database (as shown below).



Alternately, the Online Results system can be accessed from a SportingPulse Standard site through the Enter Results link as shown below. This link can be used for Clubs and Teams to access the Online Results system using their Club or Team username and password. Note: Associations will also be able to log in from this link.

SCHEDULE B

Round 1				Add to myHockey
TIME	HOME TEAM	AWAY TEAM	VENUE	
12:00 AM Wed 25/Jan	EXAMPLE TEAM 456	vs EXAMPLE TEAM XYZ	Example Venue 1 (Map)	Email Match Reminder Detailed Results Enter Results Share f t
12:00 AM Wed 25/Jan	EXAMPLE TEAM ABC	vs EXAMPLE TEAM DEF	T.B.A. (Map)	Email Match Reminder Detailed Results Enter Results Share f t
12:00 AM Wed 25/Jan	EXAMPLE TEAM 789	vs EXAMPLE TEAM 123	T.B.A. (Map)	Email Match Reminder Detailed Results Enter Results Share f t

Match List Screen

Matches will be displayed on the Match List screen below and all match administration can be done through the Pre Game and Post Game buttons on the far right hand side.

The Match List can be filtered out by:

- Date Range
- Venue Name
- Competition Name
- Season
- Club

Below is the Match List Screen. This will be the first screen that comes up when entering the Online Results system from your Membership database.

SCHEDULE B

SpringPulse

HELP

LOGOUT

MATCH LIST

FEEDBACK

Display Matches

Use the filters below to list the desired matches.

Show matches commencing on

Venue Name

Season

-Select a Season-

and concluding on

Competition Name

Club

-Select a Club-

SHOW MATCHES

ENTER QUICK RESULTS

UPDATE LOCK STATUS

Result	Home Team	Away Team	Result	Competition	Match Date	Time	Venue	Lock	
Won	Northgate City	Ryhmund	Lost	Men's Victorian Premier League	24/03/2012	15:00	John Cain Memorial Park - Pitch 1		<div>PRE</div> <div>POST</div>
Won	Dandenong Thunder	Southern Stars	Lost	Men's Victorian Premier League	24/03/2012	17:00	George Andrews Reserve - Pitch 1		<div>PRE</div> <div>POST</div>
Won	South Melbourne	Moreland Zebras	Lost	Men's Victorian Premier League	25/03/2012	17:00	Leaside Stadium		<div>PRE</div> <div>POST</div>
Lost	Heidelberg United	Oakleigh Cannons	Won	Men's Victorian Premier League	25/03/2012	18:00	Olympic Park		<div>PRE</div> <div>POST</div>

Handy tip: When filtering out Matches by Venue Name or Competition Name it is good practice to copy the name of the venue or competition from your database and paste it in the fields above. It will search for the exact Competition or Venue name, so if you leave out an apostrophe or a hyphen the matches won't display in the Match List.

SCHEDULE B

Quick Results

The **Enter Quick Results** option will give the ability for the Result of a match to be entered in quickly and easily from the Match List screen (shown below). Quick Results entry will just give the option to enter in a Win/Loss result for a Match; specific results for those matches can then be added at a later stage if required.

To enter Quick Results for a match:

1. Select the **Result** from the match (ie. Won/Lost) for each team
2. Click **Save Quick Results**

Display Matches
Use the filters below to list the desired matches.

Show matches commencing on (dd/mm/yyyy): Venue Name: Season:

and concluding on (dd/mm/yyyy): Competition Name: Clubs:

Result	Home Team	Away Team	Result	Competition	Match Date	Time	Venue
Won	Northcote City	Richmond	Lost	Mens Victorian Premier League	24/03/2012	19:00	John Cain Memorial Park - Pitch 1
Won	Dandenong Thunder	Southern Stars	Lost	Mens Victorian Premier League	24/03/2012	17:00	George Andrews Reserve - Pitch 1
Won	South Melbourne	Morwell Zebras	Lost	Mens Victorian Premier League	25/03/2012	17:00	Lakeside Stadium
Lost	Heidelberg United	Oakleigh Cannons	Won	Mens Victorian Premier League	25/03/2012	18:00	Olympic Park
Lost	Melbourne Knights	Hume City	Won	Mens Victorian Premier League	25/03/2012	18:00	Knights Stadium - Pitch 1

Pre-Game and Post-Game

All match administration can be conducted through the Pre-Game and Post-Game buttons on the far right hand side.

Result	Home Team	Away Team	Result	Competition	Match Date	Time	Venue	Look ?	
	Hume City	Dandenong Thunder		Mens Victorian Premier League	30/03/2012	20:30	Epping Soccer Stadium		<input type="button" value="PRE"/> <input type="button" value="POST"/>
	Oakleigh Cannons	South Melbourne		Mens Victorian Premier League	30/03/2012	20:30	Jack Edwards Reserve		<input type="button" value="PRE"/> <input type="button" value="POST"/>
	Richmond	Bentleigh Greens		Mens Victorian Premier League	30/03/2012	20:30	Kevin Bartlett Reserve - Baiton T		<input type="button" value="PRE"/> <input type="button" value="POST"/>
	Green Gully Cavaliers	Heidelberg United		Mens Victorian Premier League	31/03/2012	19:00	Green Gully Reserve 1		<input type="button" value="PRE"/> <input type="button" value="POST"/>

SCHEDULE B

Pre Game Screen

The Pre-Game Screen (shown below) houses all the pre-game administration including team selections, assigning team officials and accessing team sheets.

The screenshot shows the SpringPulse Pre-Game Screen. At the top, there's a navigation bar with 'WATCH LIST', 'FEEDBACK', and 'HELP'. Below this, there are tabs for 'PRE GAME' and 'POST GAME'. The main content area is divided into several sections:

- 1. Game Information:** Melbourne Knights vs Hume City, 25/03/12 18:00.
- 2. Pre-Game Dashboard:** Melbourne Knights Selections (10), Hume City Selections (0), League Officials (0).
- 3. Team Tabs:** Melbourne Knights, Hume City. Additional Options: 8.
- 4. Manage this Display List:** Show all Club players, Show Players registered to this team only, Show Players to this age group, Show all Financial Club players for Competition Season.
- 5. Autoselect Players:** No Auto Select, Players who played last week, Players registered to this team.
- 6. Available Players:** List of players with names, IDs, and status (e.g., Aguma, Caren (23/06/1999) (51012565) [X]).
- 7. Selected Players:** Empty list.
- 8. Additional Options:** Dropdown menu.
- 9. TEAM SHEET:** Button.
- 10. RESET MATCH:** Button.
- 11. Autoselect Team Officials:** No Auto Select, Select all default team Staff, Select all staff from last week.

At the bottom, there's a 'SAVE TEAM OFFICIALS' button and a note: 'Temporary assignments apply only when you cannot find the correct officials name in the drop box below. Please check before applying temporary assignments.'

Pre-Game Screen Options

- 1. Game Information** – This contains details of the match being edited.
- 2. Pre-Game Dashboard** – The dashboard will show the current number of players and coaches/officials selected for either team.
- 3. Team Tabs** – Two tabs across the top house the information for both teams.
- 4. Manage this Display List** – This will give you the option of filtering out members for team selection by 'All Club Players', 'Players registered to this team only', 'Players to this age group' or 'all Financial club players'.
- 5. Autoselect Players** – This will give you the option to Auto-Select your players by either players who played last week or players registered to the team.

SCHEDULE B

6. **Available Players** – This is the listing of all players available to be assigned to the match.

7. **Selected Players** – All members you have assigned to the match will appear in the Selected Players box and player positions and numbers can be assigned from there.

8. **Additional Options** – This is where you can edit additional information like Player Roles and Default Club Jumper Numbers.

9. **Team Sheet** – The Team Sheet for either team can be accessed through the Team Sheet button

10. **Reset Match** – This will reset ALL data currently entered in for the match.

Post Game Screen

The Post-Game Screen (shown below) houses all the post-game administration including team statistics, results entry and individual player statistics.

The screenshot shows the 'Post Game' screen in the SpringPulse system. At the top, there are tabs for 'PRE GAME' and 'POST GAME', with 'POST GAME' being the active tab. Below this, the 'Game Information' section displays the match details: Melbourne Knights vs Hume City, 25/03/12 18:00, Hume City 2, Melbourne Knights 0. A table shows the 'Full Time Score', 'Yellow Cards', and 'Red Cards' for both teams. The main area is divided into two columns for 'Melbourne Knights' and 'Hume City'. Each column contains input fields for 'Half Time Score', 'Full Time Score', 'Yellow Cards', 'Red Cards', 'Shots on Goal', 'Fouls', 'Corner Kicks', 'Offsides', and 'Saves'. Below these fields are dropdown menus for 'Results' (Lost for Melbourne Knights, Won for Hume City). A 'Match Summary' text area is located at the bottom left. Two green buttons labeled 'UPDATE MATCH SCORES' are positioned on the right side of the screen.

Team	Half Time Score	Full Time Score	Yellow Cards	Red Cards	Shots on Goal	Fouls	Corner Kicks	Offsides	Saves	Results
Melbourne Knights	0	0	0	0	0	0	0	0	0	Lost
Hume City	1	2	0	0	0	0	0	0	0	Won

Post Game Screen Options

Final Match Scores – All team match data will be entered in for both teams on this screen. To save the results from a match, click Update Match Scores. A value from

SCHEDULE B

each Results field (ie. Won and Lost or Draw and Draw) will need to be selected to save the match data.

Team Tabs (Player Scores) – All match information for specific players from each team can be entered in on the screen below. Each team has their own tab and all players selected for the match will appear for their respective teams.

Game Information		Full Time Score		Yellow Cards	Red Cards
Northcote City vs Richmond		Northcote City	2	0	0
Men's Victorian Premier League		Richmond	1	0	0

Final Match Scores

Northcote City Player Scores

Richmond Player Scores

Awards

Northcote City

UPDATE PLAYER SCORES

Name	Member ID	Jumper Number	Player Points/Roles	Goals	Sub Off	Sub On	Yellow Cards	Red Cards	Own Goals
Matthew Jordan	51307676			<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Tom Price	72702194			<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Matthew Jordan	60896723			<input type="text" value="1"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

Further information can be found at:

<https://sportingpulse.zendesk.com/home>

YARRA JUNIOR FOOTBALL LEAGUE

MATCH FOOTBALLS – SIZES

Match Footballs (Sherrin) are used in each Age Group, as follows:

Age Group	Match Footballs
Colts	Size 5 Match Ball – Full Size
Under 15	Size 5 Match Ball – Full Size
Under 14	Size 4 Match Ball (Leather)
Under 13	Size 4 Match Ball (Leather)
Under 12	Size 3 Synthetic
Under 11	Size 3 Synthetic
Under 10	Size 2 Synthetic
Under 9	Size 2 Synthetic
Under 8	Size 2 Synthetic
Youth Girls Under 18	Size 4 Match Ball (Leather)
Under 16 Girls	Size 4 Match Ball (Leather)
Under 15 Girls	Size 4 Match Ball (Leather)
Under 14 Girls	Size 4 Synthetic
Under 13 Girls	Size 3 Synthetic
Under 12 Girls	Size 3 Synthetic
Under 11 Girls	Size 3 Synthetic
Under 10 Girls	Size 2 Synthetic

YARRA JUNIOR FOOTBALL LEAGUE

CODES OF CONDUCT

Coaches

- 1. Abide by the Laws of the Game, Club Rules and League Rules**
- 2. Teach the Rules: Rules are mutual agreements which nobody should break**
- 3. Group players competitively**
- 4. Avoid overplaying talented players**
- 5. Maximise fun: Place winning in perspective**
- 6. Stress safety always**
- 7. Consider maturity levels: Devise training programs to suit all**
- 8. Develop team respect: For opponents , umpires and coaches**
- 9. Recognise the importance of proper injury treatment**
- 10. Keep up to date with Coaching developments**
- 11. Attain Coaching accreditation**
- 12. Avoid derogatory language based on gender or race**
- 13. Shall not engage in the aggressive recruitment of players. (Aggressive recruitment is to be determined on the facts of each particular case. As a guide only, aggressive recruitment will be considered to have occurred where there is contact on more than one occasion with a player (parent/guardian) and/or inducement is offered to a player to change Clubs).**

Players

- 1. Play by the laws and rules**
- 2. Don't argue**
- 3. Control your temper**
- 4. Be a team player**
- 5. Be a good sport**
- 6. Treat all players fairly**
- 7. Cooperate with your coach and teammates**
- 8. Play for fun and improvement**

SCHEDULE D

9. Avoid ugly remarks based on race or gender

Parents

- 1. Encourage participation but do not force them**
- 2. Teach that honest effort is the victory, not the winning**
- 3. Encourage to play by the rules**
- 4. Never ridicule mistakes or losses**
- 5. Remember, involvement is for their enjoyment, not yours**
- 6. Remember, they learn best by example. Applaud both teams**
- 7. Recognise positively the recreational contribution of voluntary officials**
- 8. Never publicly disagree with officials. Raise issues privately**
- 9. Support all efforts to remove verbal, racial and physical abuse**
- 10. Support your club officials to foster high standards of behaviour for your Club/League**

INDEPENDENT TRIBUNAL

1. INDEPENDENT TRIBUNAL

- 1.1 The Tribunal is an independent body.
- 1.2 The YJFL will appoint a Tribunal Secretary who will assist with all administrative matters and all communication with Clubs and the Umpiring Department.

2. TRIBUNAL CONSTITUTION

- 2.1 The Tribunal will be constituted by a minimum of three members selected from a pool of appropriately qualified and trained personnel. Decisions will be by majority. The required standard of proof is on the balance of probability.
- 2.2 It is customary that the Tribunal will convene on Monday evenings at Bulleen Park, Bulleen, commencing at 7:30 pm. However, the Tribunal may be convened on any date and time at any place as deemed necessary by the Tribunal Secretary.

3. CONDUCT OF PROCEEDINGS

- 3.1 The Tribunal has the power to regulate its own proceedings.
- 3.2 Any hearing before the Tribunal shall be:
 - Inquisitorial in nature; and
 - Conducted with as little formality and technicality and with as much expedition as a proper consideration of the matters before it permits.
- 3.3 The Tribunal is not bound by the rules of evidence or by practices and procedures applicable to Courts of Record, and may inform itself as to any matter in any such manner as it thinks fit.
- 3.4 It is customary that the hearing will follow the following structure:
 - Introduction of all persons by the Tribunal Chairman
 - The Reading of the Report(s)
 - Reported Player enters their plea
 - All Witness except the Reporting Umpire leave the hearing

Umpires Advocate presents case for the Reporting Umpire

 - (a) Evidence of Reporting Umpire - assisted by Umpires Advocate.
 - (b) Evidence of other Umpires
 - (c) Evidence of other witnesses called by Umpires Advocate

SCHEDULE E

Players Advocate presents case for the Reported Player

- (d) Evidence of the Reported Player
- (e) Evidence of witnesses for the Reported Player
- (f) Evidence of Player allegedly offended against
- (g) Evidence of witness/s for Player allegedly offended against
 - Closing Submission Umpires Advocate
 - Closing Submission Reported Players Advocate
 - Tribunal may retire to consider a finding
 - Tribunal may resume and deliver finding

If the report is sustained:

- Summary of reported players history by Reported Players Advocate
- Tribunal will retire to consider penalty
- Tribunal resumes and delivers penalty

Note: Tribunal members may:

- Ask questions at any time, and
- Give direction to Advocates as to particular aspects of evidence the Tribunal is most interested in.

- 3.5 The Tribunal may permit the presence of any observer at the discretion of the Chairman. All observers must, upon request from the Tribunal identify themselves, ie Name, Club, Parent, Umpire. An observer shall not be permitted to participate in any way in the proceedings of the Tribunal.
- 3.6 All reported players, officials and witnesses must be represented by an advocate who must be an official of the club, and must not have attained a Law Degree.
- 3.7 The Tribunal may find any reported person guilty of a more appropriate offence than that for which they are reported, if in the opinion of the Tribunal the other offence is proven.
- 3.8 The Tribunal is not obliged to give reasons for any decision made by the Tribunal.

4. FAILURE TO APPEAR

- 4.1 In the event that a player, witness or official does not attend the Tribunal when required the Tribunal may:
 - Suspend the player or official until they appear, or
 - Hear the case in their absence; and
 - Impose a penalty in their absence.
- 4.2 Clubs who do not supply an advocate may be fined by the Tribunal.

5. MISLEADING OR UNSATISFACTORY EVIDENCE

- 5.1 The Tribunal may deal with any person who in its opinion:
- misleads the Tribunal; or
 - fails without reasonable excuse to appear when directed; or
 - whose conduct during the hearing is, in the opinion of the Tribunal, unsatisfactory.
- 5.2 In such circumstances the Tribunal may penalise an individual or the Club with whom the individual is associated or both.

6. TRIBUNAL PENALTIES

- 6.1 The Tribunal may apply any sanctions or penalties it sees fit.
- 6.2 The Tribunal will be the sole adjudicator of penalty based upon an assessment of all the circumstances.
- 6.3 Sanctions and Penalties may include:
- (i) Suspending a player from participating in matches conducted by the YJFL or any league or association affiliated with AFL Victoria.
 - (ii) Suspending any person from officiating or participating in any match conducted by the YJFL or any league or association affiliated with AFL Victoria.
 - (iii) A direction that a reported player or official is to participate in or undertake an activity that the Tribunal deems appropriate. For example to perform duties as an Umpire or to perform a community service activity.
 - (iv) An order banning a player or official from attending or officiating at any specific or all YJFL matches.
 - (v) Reprimand a player or official.
 - (vi) Impose a Bond.
- 6.4 Any penalty involving a period of match suspension may be wholly or partially suspended for a period of time as determined by the Tribunal. For example, a 3 match penalty may be wholly suspended until the conclusion of the season.
- 6.5 Any person who fails to abide by any penalty imposed by the Tribunal will be dealt with by the YJFL Executive Management Group.

7. APPEAL

- 7.1 Any registered Player, Official or Club may appeal from any decision of the Tribunal, subject to the provisions contained in Rule 23 of the League's Rules.

CONDUCT INVESTIGATION TRIBUNAL

1. CONDUCT INVESTIGATION TRIBUNAL (CIT)

- 1.1 The CIT is an independent body.
- 1.2 The YJFL will appoint a Secretary to the CIT who will assist with all administrative matters and all communication with Clubs and the Umpiring Department.

2. CONSTITUTION

- 2.1 The CIT will be constituted by an independent Chairperson and two other members appointed by the Board. Decisions will be by majority. The required standard of proof is on the balance of probability.
- 2.2 It is customary that the CIT will convene on Thursday evenings at Bulleen Park, Bulleen, commencing at 7:30 pm. However, the CIT may be convened on any date and time at any place as deemed necessary by the CIT Secretary.

3. CONDUCT OF PROCEEDINGS

- 3.1 The CIT has the power to regulate its own proceedings.
- 3.2 Any hearing before the CIT shall be:
 - Inquisitorial in nature; and
 - Conducted with as little formality and technicality and with as much expedition as a proper consideration of the matters before it permits.
- 3.3 The CIT is not bound by the rules of evidence or by practices and procedures applicable to Courts of Record, and may inform itself as to any matter in any such manner as it thinks fit.
- 3.4 It is customary that the hearing will follow the following structure:
 - Introduction of all persons by the CIT Chairman
 - It is usual for the reported person, advocates & witnesses to be present throughout the CIT hearing
 - The Reading of the Report(s)/Complaint(s)
 - Reported Player/Official/spectator enters their plea
 - The reading of all submissions presented to the CIT
 - Questioning of reported person/s & witnesses is carried out by the CIT
 - Any video evidence available can be played at the sole discretion of the CIT

SCHEDULE F

- "Across table" questioning by Advocates is normal practice
- Advocate/s make closing submissions
- Reported person, advocates & witnesses leave the hearing
- CIT will ask all parties to retire, and when a decision has been reached (Including penalty) all parties will be invited back to the CIT, and the decision advised

Note: CIT members may:

- Ask questions at any time, and
- Give direction to Advocates as to particular aspects of evidence the CIT is most interested in.

- 3.5 The CIT may permit the presence of any observer at the discretion of the Chairman. All observers must, upon request from the CIT identify themselves, ie Name, Club, Parent, Umpire. An observer shall not be permitted to participate in any way in the proceedings of the CIT.
- 3.6 All reported players, officials and witnesses must be represented by an advocate who must be an official of the club, and must not have attained a Law Degree.
- 3.7 The CIT may find any reported person guilty of a more appropriate offence than that for which they are reported, if in the opinion of the CIT the other offence is proven.
- 3.8 The CIT is not obliged to give reasons for any decision made by the CIT

4. FAILURE TO APPEAR

- 4.1 In the event that a player, witness or official does not attend the CIT when required the CIT may:
- Suspend the player or official until they appear, or
 - Hear the case in their absence; and
 - Impose a penalty in their absence.
- 4.2 Clubs who do not supply an advocate may be fined by the CIT.

5. MISLEADING OR UNSATISFACTORY EVIDENCE

- 5.1 The CIT may deal with any person who in its opinion:
- misleads the CIT; or
 - fails without reasonable excuse to appear when directed; or
 - whose conduct during the hearing is, in the opinion of the CIT, unsatisfactory.

SCHEDULE F

- 5.2 In such circumstances the CIT may penalise an individual or the Club with whom the individual is associated or both.

6. CONDUCT INVESTIGATION TRIBUNAL PENALTIES

- 6.1 The CIT may apply any sanctions or penalties it sees fit.
- 6.2 The CIT will be the sole adjudicator of penalty based upon an assessment of all the circumstances. Advocates for the reported player or official and the umpire will be offered the opportunity to make submissions to the CIT on appropriate penalty.
- 6.3 Sanctions and Penalties may include:
- (i) Suspending a player from participating in matches conducted by the YJFL or any league or association affiliated with AFL Victoria.
 - (ii) Suspending any person from officiating or participating in any match conducted by the YJFL or any league or association affiliated with AFL Victoria.
 - (iii) A direction that a reported player or official is to participate in or undertake an activity that the CIT deems appropriate. For example to perform duties as an Umpire or to perform a community service activity.
 - (iv) An order banning a player or official from attending or officiating at any specific or all YJFL matches.
 - (v) Reprimand a player or official.
 - (vi) Impose a Bond (with or without conditions) upon a Club.
- 6.4 Any penalty involving a period of match suspension may be wholly or partially suspended for a period of time as determined by the CIT. For example, a 3 match penalty may be wholly suspended until the conclusion of the season.
- 6.5 Any person who fails to abide by any penalty imposed by the CIT will be dealt with by the YJFL Executive Management Group.

7. APPEAL

- 7.1 Any registered Player, Official or Club may appeal from any decision of the CIT, subject to the provisions contained in Rule 23 of the League's Rules.

APPEALS BOARD

1. APPEALS BOARD

- 1.1 The Appeals Board is an independent body.
- 1.2 The YJFL will appoint a Secretary to the Appeals Board who will assist with all administrative matters and all communication with Clubs and the Umpiring Department.

2. APPEALS BOARD CONSTITUTION

- 2.1 The Appeals Board will be constituted by a Chairperson and two Panel Members selected from a pool of appropriately qualified and trained personnel.
- 2.2 The Appeals Board will convene at a time, date and venue, as deemed necessary by the Secretary to the Appeals Board.

3. CONDUCT OF PROCEEDINGS

- 3.1 The Appeals Board has the power to regulate its own proceedings.
- 3.2 Any hearing before the Appeals Board shall be:
 - Inquisitorial in nature; and
 - Conducted with as little formality and technicality and with as much expedition as a proper consideration of the matters before it permits.
- 3.3 The Appeals Board is not bound by the rules of evidence or by practices and procedures applicable to Courts of Record, and may inform itself as to any matter in any such manner as it thinks fit.
- 3.4 The question on appeal before the Appeals Board must be decided according to the opinion of a majority of the members constituting the Appeals Board.
- 3.5 On the hearing of an appeal, the Appellant shall bear the onus of showing on the balance of probabilities that the Reportable Offence or matter should be dismissed or sustained or that the penalty was inappropriate as the case may be.
- 3.6 Members of the Appeals Board may:
 - Ask questions at any time, and;
 - Give direction to Advocates as to particular aspects of evidence the Appeals Board is most interested in.

SCHEDULE G

- 3.7 The Appeals Board may permit the presence of an observer at the discretion of the Chairman. All observers must upon request from the Appeals Board identify themselves, ie Name, Club, Parent, Umpire. An observer shall not be permitted to participate in any way in the proceedings of the appeal.
- 3.8 All reported players, officials and witnesses must be represented by an Advocate who must be an official of the club and must not have attained a Law Degree.
- 3.8 The Appeals Board is not obliged to give reasons for any decision made by the Appeals Board.

4. MISLEADING OR UNSATISFACTORY EVIDENCE

- 4.1 The Appeals Board may deal with any person who in its opinion:
- misleads the Appeals Board; or
 - fails without reasonable excuse to appear when directed; or
 - whose conduct during the hearing is, in the opinion of the Appeals Board, unsatisfactory.
- 4.2 In such circumstances the Appeals Board may penalise an individual or the Club with whom the individual is associated or both.

5. POWERS OF APPEALS BOARD

- 5.1 The Appeals Board may confirm, reverse or modify the decision appealed against that is the subject of the appeal and make such orders and give such directions in such manner as it in its absolute discretion thinks fit.
- 5.2 Where the Appeals Board upholds an appeal and reverses the decision appealed against, the payment made under Rule 23.1.1.3 shall be refunded.
- 5.3 Where the Appeals Board:
- 5.3.1 dismisses an appeal and considers that an appeal was frivolous or vexatious or commenced for an improper purpose, or;
- 5.3.2 Dismisses the appeal but increases the penalty first imposed;
- The payment made under Rule 23.1.1.3 shall not be refunded.

SCHEDULE G

5.3.3 dismisses an appeal but considers that the appeal was not frivolous or vexatious or commenced for an improper purpose, or;

5.3.4 decreases the penalty imposed by the Tribunals;

It may order, at its absolute discretion that all or part of the payment made under Rule 23.1.1.3 be refunded to the Appellant

5.4 Any person who fails to abide by any penalty imposed by the Appeals Board will be dealt with by the YJFL Executive Management Group.

NOTICE OF APPEAL (RULE 26.5)

I *
of Junior Football Club
(*Player or official to complete)

Give Notice that I wish to appeal to the Appeals Board in respect of the decision made by the Independent Tribunal/Conduct Investigation Tribunal (delete if inapplicable) under Rule 23 or Rule 25 of the League Rules. I wish to appeal the decision in relation to:

- (i) liability and sanction, or;
- (ii) sanction only.

On (date of decision) the Independent Tribunal/
Investigation Hearing Committee made the following decision:

(provide details of decision)

.....
.....
.....
.....
.....
.....
.....

The grounds upon which I wish to appeal the decision are:

(provide details of why you are appealing the decision)

.....
.....
.....
.....
.....
.....
.....

SCHEDULE H

I intended to call the following persons to give evidence in support of the appeal:

Enclosed with this Notice of Appeal is the sum of \$550.00 as required by Rule 26.1.1.3.

I AGREE to be bound by the decision of the Appeals Board.

.....
Signed

.....
PRINT Full Name

.....
Dated

YARRA JUNIOR FOOTBALL LEAGUE

GUIDELINES FOR THE CONDUCT OF FINALS

Canteen to be run by Ground Tenant Club.

Clean up of rooms after games to be undertaken by Tenant Club.

Marking of ground, scoreboard and goal post padding to be undertaken by Tenant Club.

Siren of good condition and emergency bell to be supplied by Tenant Club.

Approved Time Clock capable of recording "Time On" to be supplied by Tenant Club.

UMPIRES

1. Field Umpires will be supplied by the League for all matches. Two field Umpires will officiate in Under 14's, 15's and Colts matches. Boundary Umpires will be appointed to as many Semi Final matches as possible and to all Preliminary and Grand Final Matches.
2. An adult Goal Umpire complete with white coat and flags to be supplied by the participating Clubs for First and Second Semi-finals matches only.
3. League appointed Goal umpires will officiate in Preliminary and Grand Final matches.

Notes:

1. The proposed interval between the finish of the first game and the second game has been planned to allow for a team that just completed their match to immediately vacate the rooms - this permits the second team to enter the room and prepare for their match with no interruption.
2. New footballs will be supplied by the League for use in each finals game. A spare Football is to be provided by each Team. (Refer Item 6 below).
3. **Use of Footballs – At the discretion of the Ground Manager two footballs may be used on the following basis: One ball for quarters 1 and 3, second ball for quarters 2 and 4.**

EACH TEAM PARTICIPATING ARE TO PROVIDE:

1. An adult timekeeper.
2. Note: There is no automatic 'Time-On' in Finals.

Length of Quarters in finals:

Under 10s, 11s, 12s and 13s – 17 minutes

Under 14s, 15s and Colts - 23 minutes

Under 12 Girls – 17 minutes

Under 15 and Under 18 Girls – 23 minutes

SCHEDULE I

3. An adult interchange steward complete with white coat and paperwork. (**First named Club only**).
4. Refreshment to League appointed Boundary and Field Umpires at quarter, half and three quarter time. (**First named Club**).
5. Unsigned team sheet to be supplied to Match Manager on arrival, for his signature, prior to completion. Team sheet then to be filled out and given to Match Manager prior to commencement of game. The Match Manager to be provided by the Tenant Club.
6. Official tops to be worn by team runners and trainers. These are the only officials allowed into the playing area. Official coaches top must be worn by Coach and Assistant Coach.
7. A football of good condition is to be supplied to the Match Manager, to be used as spare, suitably identified for return after match. A pump is to be available in case of emergency.
8. Teams are requested to be in attendance at least 30 minutes prior to the start of their scheduled match.
9. **Presentations** - On completion of each Grand Final presentations will be made All players and Match Officials from each team are expected to take part. This presentation will be carried out either on the ground or in the change rooms, depending upon conditions.
10. **ESCORT OF UMPIRES - BOTH TEAMS ARE TO PROVIDE UMPIRE ESCORTS IN FINALS MATCHES**

NO DRAWN GAMES.

In the event of the scores being level at the final siren ending a final series match, the following procedure will be followed:-

1. A 4 Minute break will be taken before the commencement of extra time to allow the Coach to address his team on the field.
2. The end to which a team has been kicking prior to the end of the game will be changed to the opposite end, and play recommenced with a centre bounce.
3. After 5 minutes play without time on being added the siren will be sounded and teams will change ends. After a further 5 minutes play, without time on, the siren will be sounded to end the game.
4. In the event of the score still being level when the siren sounds after the 10 minutes additional time has been played, the procedure will be followed again until a result is known. (Step 2 & 3)

YARRA JUNIOR FOOTBALL LEAGUE

FINALS - INSTRUCTIONS TO CLUBS

FIRST NAMED CLUB:

1. Black or coloured shorts to be worn.
2. Provide one Time Keeper.
3. Provide one spare football in very good condition.
4. Provide one Inter-Change Steward
5. Provide Umpire Escort (This person may be the Inter-Change Steward)
6. Note all other conditions as listed in 'Guidelines for the conduct of Finals'
7. Unsigned Team sheets must be presented to the League representative or Match Manager for initialling prior to the game and before any player has signed the Team Sheet.

SECOND NAMED CLUB:

1. White shorts are to be worn
2. Provide one Time-Keeper.
3. Provide Umpire Escort
4. Provide one spare football in very good condition.
5. Provide a responsible person to operate the score board.
6. Note all other conditions as listed in 'Guidelines for the conduct of Finals'
7. Unsigned team sheets must be presented to the League representative or the Match Manager for initialling prior to the game and before any player has signed the team sheet.

YARRA JUNIOR FOOTBALL LEAGUE

FINALS – INSTRUCTIONS TO CLUBS

INSTRUCTION TO TIMEKEEPERS - TIME ON.

PLEASE NOTE THAT THERE IS NO AUTOMATIC TIME-ON IN FINALS

A. LENGTH OF QUARTERS DURING FINALS:

Under 10's, 11's, 12's, 12 Girls and 13's	17mins
Under 14', 15's 15 Girls, Youth Girls and Colts	23mins

B. TIME ON shall only be applied when indicated by the field Umpire. This may be in circumstances where:

1. There is any undue delay in getting the ball back when it is out of play.
2. A player wilfully wastes time.
3. A player goes over an opponent's mark and does not come back immediately when asked to do so.
4. When more than one opponent stands on the mark.
5. Play is delayed unduly.

NOTE: TIME-ON IS NOT AUTOMATIC AFTER A GOAL OR POINT HAS BEEN SCORED

C. TIME-ON HOW INDICATED

The Field Umpire shall signal to the timekeepers to add "Time On" or to stop adding "Time On" by blowing his / her whistle and raising the arm above the head (arm will be in a vertical position).

The time to be added on shall be the time that elapses between the two whistles. Should the timekeepers fail to hear the second whistle, they shall stop adding "Time On" when they see that the ball is in play.

TIMEKEEPERS PLEASE NOTE:

Watch the Field Umpire closely during play for his signals regarding time on. Where the Umpire has mistakenly heard the siren to sound the end of playing time or the siren sounds mistakenly prior to the end of a quarter the Timekeepers must alert the Field Umpire as soon as possible of the error. The game shall restart with a ball up in the position where the ball was when the game was halted or if the field umpire cannot determine that position then a ball up in the centre of the ground shall occur as if a goal had been scored.

SMOKEFREE POLICY

Yarra Junior Football League

Rationale

The YJFL recognises that Environmental Tobacco Smoke (ETS) is hazardous to health and that non-smokers should be protected from exposure to tobacco smoke.

Accordingly, the League has developed the following policy to apply to all YJFL Facilities, Functions and activities from 10 April 2001. This policy applies to all members, administrators, officials, coaches, players and visitors of the League when representing the YJFL or attending any YJFL facilities, functions or events.

Facilities

Smoking will not be permitted on any clubs' playing arena.

All Change Rooms and Toilet Blocks at club grounds to be 100% smokefree.

Smoking will not be permitted in any indoor spectator viewing areas or outdoor grandstands within the League.

Cigarettes will not be sold (including from vending machines) at any time from YJFL club venues.

Functions

All official YJFL Functions (including dinners, fund-raising events, meetings, social occasions) to be 100% smokefree.

Invitations, menus, etc. to reinforce smokefree status of event.

Ashtrays will be removed from function rooms where YJFL functions are held.

Cigarette butt bins will be supplied at doorway entrances, encouraging smokers to dispose of cigarettes before entering indoor areas.

YJFL Representatives

YJFL staff and officials to refrain from smoking whilst acting in an official capacity.

YJFL representative players will refrain from smoking whilst in uniform.

YJFL representative coaches, trainers and officials will remain smokefree whilst acting in an official capacity.

SCHEDULE J

Education / Promotion

The League recognises that it has a role to play in educating club delegates about the benefits of implementing a smokefree policy for their respective clubs, and will endeavor to provide clubs with appropriate information and resources to assist in this process.

The League will publish a copy of its SmokeFree policy in League publications.

The League will utilise PA announcements at events / functions to promote the SmokeFree policy to patrons / guests.

Non-compliance:

All League Officials will police the SmokeFree Policy on match days and at official functions.

Non-compliance with the policy will be handled according to the following process:

1. Explanation of the League's policy on smoking to person, including the identification of areas in which smoking is allowed.
2. In the case of continued non-compliance with the policy, League officials will use their discretion as to the steps to be taken, which may include asking the person to leave the premises or function.

Review:

The League's SmokeFree Policy will be reviewed on an annual basis.

YARRA JUNIOR FOOTBALL LEAGUE

FEMALE PARTICIPATION IN FOOTBALL

The Yarra Junior Football League as a Member of AFL Victoria allows females to participate in mixed competitions up to and including Under 14 years of age as at 1 January in the year of play.

The following is an extract from AFL Victoria Regulations (Regulation 4 – Gender Regulation) in relation to the participation of females within Australian Football competitions conducted by Football Victoria and Football Victoria Members:

4. GENDER REGULATION

In accordance with the Equal Opportunity Act 1995 (Vic.) (“the Act”), people aged under 12 years of age cannot be excluded on the basis of sex or gender identity from participating in a competitive sporting activity.

Pursuant to section 66 (1) of the Act, people of one sex or gender aged 12 and over can be excluded from participating in competitive sporting activities in which the strength, stamina and physique of competitors is relevant.

AFL Victoria Members will exclude females who reach 14 years of age as at 1 January in the year of play from playing in any competition that is not a ‘female competition’.

Definition: Female competition

A female competition is a competition in which the majority of the players are female

YARRA JUNIOR FOOTBALL LEAGUE RISK MANAGEMENT POLICY

Risk Management is a process of systematically, eliminating or minimizing the adverse impact of all activities which may give rise to injurious or dangerous situations.

Aim

Risk Management processes are designed to achieve the following:

- **Minimise 'risk';**
- **Minimise the 'potential for litigation';**
- **Avoid 'insurance premium increases', and above all else;**
- **Provide a safe environment for children to play competitive Australian Rules Football.**

In attempting to achieve this aim, it is necessary that all actions, rules and procedures adopted by the YJFL and the YJFL Affiliated Clubs must be lawful and comply with current Federal, State and Local Government Legislation and also comply with AFL Victoria Regulations and Policies.

Reference Material

Ground Inspection Reports, Ground Audits and Ground Emergency Information Sheets are attached to this policy document. These risk management tools are already in use in the YJFL. A Document 'Risk Management for Football Clubs' is also available for reference in each Club as was presented to Clubs on 30/4/2003 by (then) Football Victoria Staff.

Protection from Litigation

Whilst anyone can take anyone else to court, sound management practices helps to reduce potential incidents and provide an argument for your Club if the worst case scenario becomes a reality. This information is not offered as a legal opinion but rather as a lay interpretation. Parents are encouraged to seek their own legal interpretation should they feel this necessary.

Players

Players are protected by our Risk Management Procedures and a sympathetic and cooperative attitude towards a duty of care being provided by personnel from the League and Clubs, including, but not limited to, team officials and parents who are all jointly responsible to ensure that we provide an acceptable and safe environment for junior sport. These issues include such things as modified rules for younger players,

SCHEDULE L

codes of behaviour (for all involved), provision of an accredited/qualified trainer/first-aid person to attend to injuries, where possible and an accredited/qualified coach who is considered suitable to develop the social and football skills of young players. We also have health policies such as blood rules and, inspecting the playing surface and fitting goal padding to ensure the environment is safe and fit for its intended use which are part of our Risk Management strategies.

Umpires

In considering the needs of the young player, the League requests that you also consider the needs of the young umpire. Given the requirement for players described above, we are all (also) duty bound to provide a safe environment for the umpires. If you consider that it is unacceptable (for someone) to abuse your child or expose your child to unacceptable risk, then this attitude **MUST** also be displayed to the umpire. Our Risk Management policies require us to identify risk and manage risk associated with our players. Our Umpires will be treated with the same equality and rules and procedures are in place to protect them from abuse etc.

Club Officials

Club officials are said to be protected by the Clubs Incorporation as an 'Incorporated Association' in accordance with the "Associations Incorporation Act (1981), as defined in your Club Constitution and Rules of Association. This incorporation offers the Club a legal identity. Without the protection of Incorporation, your individual Club officials are indeed vulnerable to personal litigation in respect to a claim of negligence etc. Clubs are encouraged to review their compliance with the Act, including the 1st July 1998 Amendments as advised by 'Consumer Affairs Victoria'.

Note: Some clubs are part of Co-operatives and comply with the 'Co-operatives Act 1996', and/or are a Registered Company and comply with 'The Company (Administration) Act 1981'.

The Club

From 2004 the League will arrange for each member Club to be included in the 2004 National Risk Protection Program. This will provide insurance cover for each Club for the following: Public Liability, Products Liability, Professional Indemnity, Association Liability (Directors and Officers), Personal Accident and Non - Medicare Medical

The League

On the 26 February 2002 the YJFL became a "Member" of (then) Football Victoria and from that date we are bound by AFL Victoria Regulations and Policies. In this respect, we are all now (League & Affiliated Clubs) in the process of complying with these Regulation and Policies.

AFL Victoria

AFL Victoria has, on our behalf, negotiated with Government at all levels, and other involved entities, such as AIS etc to develop Policies to meet the requirements of

SCHEDULE L

current social issues, legislation and the requirements of our Insurance Underwriters with respect to Risk Management requirements. Hence the need to reduce Risk in respect to incidents emanating from Racial & Religious Tolerance issues and Behavioural issues, necessitating the compulsory implementation of a Racial & Religious Tolerance Policy and Codes of Behaviour policy etc at club level, (to name a couple).

Additional Matters

To date the League has attempted to address those issues that are seen to have a priority based on the Regulations and Policies published by AFL Victoria. This will need to be added to, reviewed and procedures developed, as required, on a needs basis in the future.

YARRA JUNIOR FOOTBALL LEAGUE

Ground Inspection Report

Date report completed: _____

Club: _____

Location: _____

YES

NO

Goal Area☐☐

Is the goal post padding present?

☐☐

Is the padding:

In good condition (at least 25mm thick)?

Made from impact absorbing material?

As supplied by Council

☐☐

Are all goal and behind posts secure?

Cricket Pitch Area☐☐

Is there sufficient soil covering the pitch?

☐☐

Is synthetic covering for the pitch in good condition and appropriately secured?

☐☐

Is there a smooth surface created by the grading of the pitch edge?

☐☐

Is the turf wicket sufficiently watered to soften surface?

☐☐

Does the turf have grass cover to soften the surface?

Boundary Area☐☐

Is the boundary line at least three (3) metres from any fence?

☐☐

Are all drains properly covered by grates?

☐☐

Is there any wire or other material protruding from any fence?

SCHEDULE L

☐☐

Is there any wire or other material protruding from any signage?

☐☐

Has appropriate material been used for all ground markings?

Sprinklers

☐☐

Are any sprinkler heads protruding?

☐☐

Are rubber protective covers in place on all sprinkler heads?

☐☐

Has any potholes surrounding sprinklers be adequately filled?

Playing Surface

☐☐

Have all potholes been adequately filled?

☐☐

Are all drainage trenches adequately filled?

☐☐

Is the surface even?

☐☐

Is the surface clear of debris/garbage ie cans, rocks, bottles etc

☐☐

Has the ground been prepared correctly for an Australian Rules football match / Yarra JFL requirements?

General

☐☐

Are the rooms free of debris? (syringes, glass, rubbish, etc)

☐☐

Are the weather conditions safe for the game to commence? (lightning, etc)

☐☐

Are there any other factors which may be dangerous to the players?

I, the undersigned, have undertaken the above inspection prior to the first game being conducted at the playing venue.

Signature

Print Name

A copy of the form must be completed for each home game and retained on file by the Club. The form must be provided upon the request of the Yarra Junior Football League if required.



YARRA JUNIOR FOOTBALL LEAGUE

GROUND AUDIT

SHEET 1 OF 2 SHEETS

CLUB:JFC

GROUND:

This ground audit needs to be done on a match day with a senior club official

INSPECTED AREAS:

Sat.

Unsat.

1. ROPED OFF AREAS

- | | | |
|---------------------------------|--------------------------|--------------------------|
| a. Behind coaches benches | <input type="checkbox"/> | <input type="checkbox"/> |
| b. Interchange area | <input type="checkbox"/> | <input type="checkbox"/> |
| c. Behind goals | <input type="checkbox"/> | <input type="checkbox"/> |
| d. Other areas for safety | <input type="checkbox"/> | <input type="checkbox"/> |

2. CHANGE ROOMS

- | | | |
|------------------|--------------------------|--------------------------|
| a. Players | <input type="checkbox"/> | <input type="checkbox"/> |
| b. Umpires | <input type="checkbox"/> | <input type="checkbox"/> |

3. TIMEKEEPERS FACILITIES, ETC ☐ ☐**4. SCOREBOARD**

- | | | |
|-------------------|--------------------------|--------------------------|
| a. Manned | <input type="checkbox"/> | <input type="checkbox"/> |
| b. Fixed | <input type="checkbox"/> | <input type="checkbox"/> |
| c. Portable | <input type="checkbox"/> | <input type="checkbox"/> |

5. FIRST AID

- | | | |
|--|--------------------------|--------------------------|
| a. Stretcher | <input type="checkbox"/> | <input type="checkbox"/> |
| b. Emergency phone nos. Displayed | <input type="checkbox"/> | <input type="checkbox"/> |
| c. Emergency Plan | | |
| (Emergency Vehicle access to ground) | <input type="checkbox"/> | <input type="checkbox"/> |

It is required where practical to have the coaches, trainer, runner and interchange of both teams located opposite main crowd gathering area.

If changes are made to the ground facilities after conduct of this audit please advise the Yarra Junior Football League.

Ground plan attached

YARRA JUNIOR FOOTBALL LEAGUE

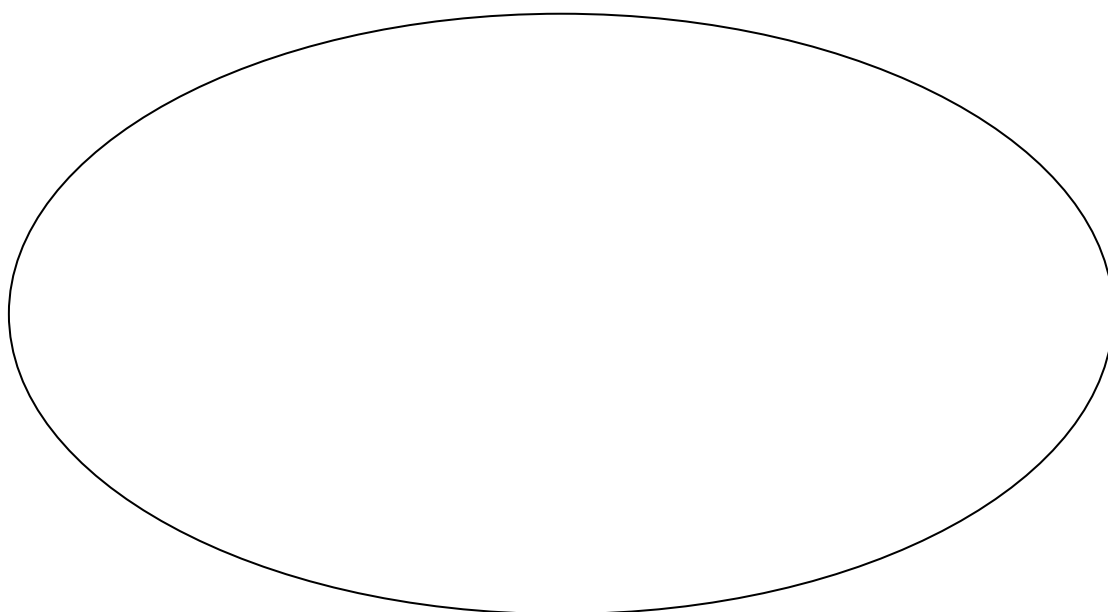
GROUND AUDIT

SHEET 2 OF 2 SHEETS

CLUB:JFC

GROUND:

- Existing facilities identified in black
Proposed alterations / additions in broken line



COMMENTS:

.....

.....

.....

.....

.....

.....

.....

.....

LEAGUE OFFICIAL.....

CLUB OFFICIAL.....

DATE.....

LEAGUE TO SEND COPY TO CLUB OFFICIAL FOR ANY ACTION REQUIRED



YARRA JUNIOR FOOTBALL LEAGUE

MATCH DAY INFORMATION SHEET

CLUB:

VENUE:

As part of the Yarra Junior Football League Risk Management Policy this Information Sheet is provided to assist in handling any emergency situation that occurs on match day and should be displayed prominently.

Doctor:

Dentist

Ambulance

Local Police:

League Mobile:

Umpires Manager:

First Aid Person at ground:

Local Council:

League President:

Vice President:

Admin. Manager:

Location of Gate Key (for fenced ovals):

Location of Stretcher:

VILIFICATION AND DISCRIMINATION POLICY

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THE YARRA JUNIOR FOOTBALL LEAGUE

VILIFICATION & DISCRIMINATION POLICY

The Yarra Junior Football League is committed to fostering and maintaining a sporting environment which promotes understanding, accepts the unique differences of all persons affiliated with or interested in Australian Football, and recognises the need to prohibit certain discriminatory or vilifying conduct. To this end, the Yarra Junior Football League has regard to the overarching AFL Vilification Policy, as well as other applicable AFL Victoria Policies including the AFL Victoria Member Protection Policy, in setting forth this document which establishes the means of redress for players and officials aggrieved by what they reasonably consider to be vilification or discrimination based on their individuality.

1 Application & Scope of Policy

- 1.1. The League is bound by applicable provisions of State-based legislation as well as the:
 - a) Racial Discrimination Act 1975 (Cth);
 - b) Sex Discrimination Act 1984 (Cth);
 - c) Human Rights & Equal Opportunity Commission Act 1986 (Cth); and
 - d) Disability Discrimination Act 1992 (Cth) (**Legislation**).
- 1.2. This Policy is consistent with the Australian Football League's Vilification Policy and is not in substitution of the Legislation.
- 1.3. The League will ensure that this Policy is communicated to Participants of the League. It will, also use its best endeavours to ensure that Participants of the League receive vilification and discrimination training as well as promote a safe and inclusive match day environment.
- 1.4. Nothing in this Policy prevents a person lodging a Complaint in relation to vilification or discrimination under the Legislation. In the event a Complaint is made under this Policy the League shall ensure that the parties are informed of their rights and that best endeavours are made to maintain the confidentiality of the Complaints Process unless a properly constituted Tribunal directs otherwise.
- 1.5. This Policy applies to all Clubs that are affiliated with the League.

2 Definitions

In this Policy-

“Complaint” means an allegation, contention or assertion made by a Participant or Participants in relation to the conduct of another Participant or Participants which the first Participant or Participants claim is Prohibited Conduct. Complaints will be either an Intra-Club Complaint or an Inter-Club Complaint.

“Complaints Process” means the procedure outlined in sections 3 to 10 of this Policy.

“Conciliation” means a method of alternative dispute resolution to which a third party (the “conciliator”) attempts to facilitate an agreed resolution of the dispute through active input and advice to Participants about the best way to resolve the Complaint.

“Club” means any football Club that is an affiliate of the League.

“Club Complaints Officer” means a person appointed by the Club to oversee this Vilification & Discrimination Policy, the education of Participants, and to liaise with all persons relevant to the Complaints Process to the extent that it involves a Complaint made in respect of a Participant of the Club, and to act in accordance with section 5.2 and 5.3.

“Club Official” includes committee members, coaches, coaching staff, trainers, runners, persons involved in the every-day administration of the Club and any person who may reasonably be perceived to hold an official Club position.

“Engage in Conduct” is defined with reference to the ordinary meaning ascribed to the phrase but also expressly includes use of the internet, Social Media or email to publish or transmit statements or other material.

“League Complaints Officer/s” means either the League CEO, League President, League General Manager or such other person as thought fit and proper to hold the position, having regard to the obligations as set out in section 5 and in the Complaints Process.

“Informal Resolution” means an informal arrangement, understanding or agreement that, in the reasonable opinion of the League Complaints Officer/s or the Club Complaints Officer, has been reached in relation to either an Inter-Club Complaint or an Intra-Club Complaint between the Participant or Participants alleged to have engaged in the Prohibited Conduct and the Participant or Participants alleged to have been the subject of the Prohibited Conduct. Such informal arrangements or agreements may involve an oral apology or a retraction.

“Inter-Club Complaint” means a Complaint by a Participant or Participants from one Club involving an allegation of Prohibited Conduct directed at a Participant or Participants from a second Club.

“Intra-Club Complaint” means a Complaint by a Participant or Participants from one Club involving an allegation of Prohibited Conduct directed at a Participant or Participants from within the same Club.

“Investigation Officer” means an independent person selected by the League in accordance with section 8 of this Policy to investigate a complaint and to provide a recommendation to the League Complaints Officer/s.

“League” means the Yarra Junior Football League.

“Participate” means to engage in any activity or behaviour which is either directly or indirectly related or reasonably incidental to Australian Football as that term is understood under the Laws of Australian Football.

“Participant” includes a player, spectator, umpire, employee, volunteer to and agent of a Football Club that Participates in the League.

“Prohibited Conduct” means the conduct outlined in section 3 of this Policy.

“Social Media” has the meaning ascribed to it by any applicable AFL Victoria Policy or otherwise refers to what may reasonably be perceived to involve communication involving novel digital formats and platforms including, but not limited to, Facebook, Twitter, Instagram and email.

3 Prohibited Conduct

3.1 Vilification & Discrimination

No League Participant or Club Official shall engage in conduct which may reasonably be considered to incite hatred towards, contempt for, ridicule of or discrimination against a person or group of persons on the ground of their:

- race;
- religion;
- gender;
- colour;
- sexual preference, orientation or identity; or
- special ability or disability.

4 Appointment of League Complaints Officer/s & Club Complaints Officer

- 4.1 The League shall appoint a League Complaints Officer/s to ensure that any breach of this Policy is responded to in an equitable and prompt manner in accordance with this Policy.
- 4.2 The League shall ensure that all Clubs have a Club Complaints Officer to whom all vilification and discrimination Complaints are directed.
- 4.3 The League Complaints Officer/s is responsible for liaising between Club Complaints Officers, in the case of an Inter-Club Complaint, or with a single Club Complaints Officer, in the case of an Intra-Club Complaint, in an attempt to achieve Informal Resolution of the Complaint.
- 4.4 The Club Complaints Officer and the League Complaints Officer/s shall liaise directly over incidents which in the reasonable opinion of the Club Complaints Officer or League Complaints Officer/s are contrary to Section 3.

5 Preliminary Resolution Process

- 5.1 In the event that it is alleged that a person subject to section 3.1 has engaged in Prohibited Conduct, a Participant may by 5.00pm on the first working day following the day on which the Prohibited Conduct is alleged to have occurred, lodge a Complaint with the Club Complaints Officer.
- 5.2 In the case of an Inter-Club Complaint, the Club Complaints Officer where the Complaint was made shall by 5.00pm on the next working day following the day on which the Complaint was lodged with the Club, lodge the Complaint with the League's Complaints Officer. The Club Complaints Officer shall take no further action once the Complaint has been lodged with the League unless otherwise instructed by the League's Complaints Officer. In the case of an Inter-Club Complaint, the League Complaints Officer/s shall take reasonable steps within the next three (3) days following the day on which the Complaint was lodged with the League Complaints Officer/s to

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achieve an Informal Resolution if, in the reasonable opinion of the League Complaints Officer/s, the Complaint is capable of an Informal Resolution.

- 5.3 In the case of an Intra-Club Complaint, the Club Complaints Officer shall take reasonable steps within the next three (3) days following the day on which the Complaint was lodged with the Club to achieve an Informal Resolution if, in the reasonable opinion of the Club Complaints Officer, the Complaint is capable of an Informal Resolution. If an Informal Resolution is not achieved or it is reasonably believed that the Complaint is incapable of an Informal Resolution, the Club Complaints Officer shall as soon as is reasonably practicable lodge the Complaint with the League's Complaints Officer. The Club Complaints Officer shall take no further action once the Complaint has been lodged with the League unless otherwise instructed by the League's Complaints Officer.
- 5.4 In circumstances where in the reasonable opinion of the League Complaints Officer/s a Complaint cannot be resolved by way of Informal Resolution, the League Complaints Officer/s shall proceed to Conciliation in accordance with section 7 below.

6 Confidentiality and Records

- 6.1 Confidentiality must be maintained throughout the Complaints Process. All parties to a Complaint, the League's Complaints Officer, the Club Complaints Officer, any witnesses and the conciliator must all agree to the maintenance of confidentiality. No person involved in the Complaints Process shall publicly comment on any aspect of the Complaints Process without the prior written agreement of all parties.
- 6.2 The League shall ensure that any documents relating to a Complaint shall remain confidential and be retained for 7 years from the date that the Complaint is made.

7 Conciliation Process

- 7.1 The League Complaints Officer/s shall:
- 7.1(a) make every effort to ensure that:
 - 7.1(a)(i) confidentiality is maintained at all times during the Complaints Process and that the outcome of the Complaints Process remains confidential;
 - 7.1(a)(ii) any breach of confidentiality is referred to the League Tribunal no later than 5pm on the next working day following the day that the breach is discovered, with the Tribunal to be convened within 7 days from the day on which the referral is made;

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- 7.1(b) the person alleged to have contravened the Policy is informed of the Complaint, the Complaint Process and provide that person with an opportunity to respond to the Complaint;
 - 7.1(c) the President or CEO of the League or his or her Nominee is informed that a Complaint has been received by the League Complaints Officer/s;
 - 7.1(d) statements are obtained from any witnesses identified by the parties to the Complaint;
 - 7.1(e) where available, obtain any other relevant evidence;
 - 7.1(f) any witness statements or any other evidence obtained in the course of conciliating a Complaint is made available to both parties, with an opportunity to comment, as part of the Conciliation process;
 - 7.1(g) a conciliator is appointed to conciliate the Complaint; and
 - 7.1(h) all steps necessary for the Complaint to be conciliated are taken within 10 working days from the day on which the Prohibited Conduct is alleged to have occurred.
- 7.2 Participants subject to Conciliation who are under 18 years of age must be accompanied at the Conciliation by a Club Official over 18 years of age.

8 Investigation

- 8.1 In circumstances where a Complaint is not resolved in accordance with section 7 above, the League Complaints Officer/s may refer the matter to an Investigation Officer to investigate aspects of the allegation or circumstances surrounding the Complaint which, in the reasonable opinion of the League Complaints Officer/s, require further investigation to resolve the Complaint.
- 8.2 The Investigation Officer shall report to the League Complaints Officer/s on any information or evidence obtained in accordance with 8.1. Any information or evidence obtained by the Investigation Officer and provided to the League Complaints Officer/s shall be provided to all parties to the Complaint as part of the Complaint Process.

9 Tribunal Referrals, Process & Appeal

- 9.1 Following an investigation under section 8, if any, or following a failed Conciliation under section 7, the League Complaints Officer/s may refer the Complaint to a League Tribunal for determination. The League Complaints Officer/s shall take all steps necessary to make a decision about the referral of the Complaint to the League Tribunal as soon as is reasonably practicable.

SCHEDULE M

- 9.2 The League Tribunal will be constituted in accordance with the rules and regulations of the League and the League shall determine who is responsible for prosecuting the Complaint at the Tribunal.
- 9.3 Where the referral to the League Tribunal is made pursuant to this section 9.1 of this Policy, the Tribunal will hear the Complaint within 5 working days of the Complaint referral being made.
- 9.4 The League Tribunal has the power to order any reasonable penalties or directions for breaches of this Policy as are allowable under the rules and regulations of the League in force at the time of the hearing.
- 9.5 Where a party to a Complaint is unsatisfied with the decision made by the League Tribunal, they may ask the Club's Officer to request that the League establish a panel to hear an appeal from the decision in accordance with the League's appeal regulations.

10 Club Liability

- 10.1 If found to have contravened this Policy a Club may be vicariously liable for Prohibited Conduct engaged in by a Participant connected to the Club if the Club is unable to establish that it took reasonable precautions to prevent the Participant from engaging in that Prohibited Conduct.

11 Monitoring and Review of the Policy

- 11.1 The Policy will be monitored on an ongoing basis by the League's Board.

12 Policy Commencement

- 12.1 This Policy was passed by League's Directors on 9 August 2012 and will take effect from 1 January 2013.

YARRA JUNIOR FOOTBALL LEAGUE

ROLE OF CLUB DIRECTOR

The Club Director represents his / her Club at Club Director monthly meetings and has the right to vote on their Clubs behalf on the various issues that arise.

The Club Director also plays an integral part in the operation of the Yarra League, ie to provide communication between the League & Club and to assist the League's Executive in the running of the League

The Director will be involved, as a member, in League Sub-Committees, to determine outcomes, recommendations, etc, to the League (eg in the areas of football, grading, conduct, rules, finance etc.)

Part of the Director's role is to assist the League in handling minor issues or disputes that arise from time to time between Clubs.

Often it will be common sense to realise that an issue can be solved by the Director of one Club contacting the Director of another Club to clarify what has happened and come to an agreement about how to approach or handle the problem. Some examples might be spectators, players or officials not abiding by the League's Code of Conduct (minor incidents).

Sometimes it may be more difficult to determine whether an issue is of a minor or major nature. In these instances advice can be sought from the League's Conduct Manager. Major issues might include non-umpire reported incidents behind play or more serious spectator, player or officials incidents, particularly those involving violence.

Where a spectator, parent or official feels aggrieved about an unreported incident, they should always report their concerns to the Club who will decide on what course of action to take. Parents, spectators and officials should not contact the League directly.

If a Club decides that a matter is of a serious nature, and they do not think it appropriate to approach the other club, or they have approached the other club and have been unable to resolve the problem, a formal complaint should be lodged with the League.

In all cases it is expected that where an incident does occur, steps to resolve it will be initiated as soon as possible, preferably on the Sunday evening after the match. It is anticipated that issues handled by the Club (Director) will be brought to a conclusion within 14 days. The League is to be advised, by the initiating Club, of issue/s that are being handled between Clubs.

The Conduct Manager is available to assist any club with queries about how to handle a conduct issue. Also the League's Club Liaison Manager is available to assist where appropriate in mediation between Clubs.

PLAYER AND OFFICIAL DE-REGISTRATION POLICY

1. INTRODUCTION

1.1 Background

1.1 Definitions

1.3 Application

1.4 Variation

2. POLICY AIMS

3. DE-REGISTRATION PROCEDURES

3.1 General

3.2 De-registration Process

3.2.1 Notification

3.2.2 Criteria for De-registration

3.3 De-registered Players/Officials Seeking Re-registration

3.4 Appeals

3.4.1 Appeal to AFL Victoria

3.5 Appeals to AFL Victoria

3.5.1 AFL Vic Appeals Board Process

1. INTRODUCTION

1.1 Background

The De-registration Policy has been developed to provide a risk management framework and policy basis for community football administrators to recognise a duty of care with respect to players/officials who could pose an unacceptable risk to other players/officials.

Previous generations of league and club administrators were not subject to the same level of scrutiny in relation to their risk management requirements and particularly their attention to duty of care issues as they are today.

Whilst the concept of a permanent de-registration policy had been around for a while and different competitions had different policies and courses of action, it is imperative that all Members adopt this policy to ensure that a consistent approach is applied to the de-registration of players/officials.

Examples of individuals taking legal action against other individuals and, more particularly action against those who potentially could have stopped such “dangerous” individuals from being able to cause harm, highlights the need for a uniform de-registration policy.

1.2 Definitions

Affiliated League – Leagues associated with AFL Victoria via a Member or direct Membership Agreement.

De-registration – The withdrawal of a senior player’s permit to play or an official’s capacity to officiate in any form of Australian Rules football.

Football Offence – Refer to AFL Laws of the Game (Reportable Offences).

FV Member – A signatory to a Membership Agreement with AFL Victoria.

League Executive – A person(s) with the responsibility of administering the league.

Official – Includes but not limited to coaches, assistant coaches, officers, trainers, runners, employees or any person performing any duties (paid or unpaid) for or on behalf of the club, team or league.

Senior Player – A player who participates in Australian Rules football in seniors, reserves, veterans, U/19, U/18 & Club XVIII games administered by a AFL Victoria Member or affiliated League.

Suspension – A period during which a player or official is not allowed to play or officiate in a game of Australian Rules football.

1.3 Application

The De-registration policy applies to all Members of AFL Victoria and their affiliated leagues and clubs. Specifically in relation to:

Players: All senior players (seniors, reserves, veterans, U/19, U/18 & Club XVIII) who are Members of a league affiliated to AFL Victoria or its Member.

Officials: All league and club officials.

1.4 Variation

Following Member input AFL Vic may from time to time, alter the procedures for deregistration in its absolute discretion.

2. POLICY AIMS

The policy aims to:

- a) De-register a senior player who is found guilty of football offences where such offences cause the tribunal history of such player to fall beyond an acceptable level for senior Australian football.
- b) De-register an official who is found guilty of football offences (at any level) where such offence or offences are deemed to fall beyond an acceptable level for Australian football.
- c) Apply the de-registration of a player/official to both roles so that a de-registered player can not officiate in any capacity and a de-registered official can not participate as a player.
- d) Prevent a player from transferring between leagues with the view to creating a “clean slate” with the new league. The tribunal history shall follow the player to allow the new league to make an informed judgement regarding initial registration taking into account past and current tribunal sentences.

3. DE-REGISTRATION PROCEDURES

3.1 General

- a) The full tribunal history of a player is to be forwarded to the new league from the previous league upon a player being cleared from one league to another (as per the AFL Victoria Regulations). It is noted that **all guilty verdicts** determined by a league (tribunal, investigation, appeal or similar process) shall be forwarded to the new league for their records together with the clearance/transfer details.

SCHEDULE O

- b) The full tribunal history of a player (including tribunal record at all previous league/s) shall be considered when determining penalties for offences and also potential de-registration.
- c) A league that suspects that an official may have a tribunal history is to seek information from the official's previous league/s.
- d) The only penalties relevant to de-registration under this policy shall be penalties incurred by senior player's (seniors, reserves, veterans, U/19, U/18 & Club XVIII).
- e) Club imposed penalties will not be considered on the permanent record for the player/official.
- f) Information regarding suspended sentences will be transferred between leagues and leagues would only consider such sentences relevant to possible de registration if and when the suspension from such suspended sentence is served.

3.2 De-registration Process

3.2.1 Notification

a) Senior Leagues

- i) Senior Leagues must advise all clubs of the details of the policy and make the policy readily available to their clubs, players and officials.
- ii) Once a player/official has accumulated a suspension history of 10 weeks or more, the league must advise the player/official and their club in writing that the player/official faces the risk of automatic deregistration should the player/official incur further suspension(s) that results in him/her reaching or exceeding the 16 week total suspension history.
- iii) Notification of de-registration shall be made in writing to the player/official and the club they are affiliated with.
- iv) AFL Victoria shall be notified in writing of all decisions to de-register a player/official. A central database of all de-registered players/officials will be kept by AFL Victoria.
- v) Should a player/official's tribunal history already have reached or exceed a combined total of 16 weeks suspension at the time of implementing this policy, the league is to formally advise the player/official and the club that the player/official faces automatic deregistration should the player/official incur another suspension.

b) Clubs

- i) Clubs must counsel all of their players/officials in relation to this policy.

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- ii) Clubs must at all times strive to ensure their players or officials do not get themselves into a position of potentially being de-registered. Anger management training is seen as a critical component of this prevention for clubs to arrange.

3.2.2 Criteria for De-registration

a) Players

- i) Senior players shall be automatically de-registered and not allowed further registration with the same or another league if the player has **accumulated a combined total of 16 weeks suspension (or greater)** in a senior career (including AFL career).

First Offence

- ii) Should a player receive 16 weeks or more suspension as a “first offence” it shall be at the leagues discretion to de-register the player following such a first offence suspension.

b) Officials

- i) Officials shall be de-registered and not allowed to officiate in any form in the same or another league if they have accumulated a combined total of 16 weeks suspension (or greater) in a life time.

c) Players / Officials

- i) A combined total of 16 weeks or greater as a player and / or official shall result in automatic de-registration.

3.3 De-registered Players/Officials Seeking Re-registration

- a) A player/official shall not be eligible for re-registration unless the player or official gains an exemption to re-register from the AFLVictoria Appeals Board. Such exemption shall only be granted under exceptional circumstances (i.e. where the relevant body is satisfied that the player/official is genuinely rehabilitated and unlikely to re offend).

b) Deregistered players seeking to officiate

A de-registered player cannot officiate in or at any game of Australian Rules football unless an exemption is given by the AFL Victoria Appeals Board.

c) Deregistered officials seeking to play

A de-registered official can not participate as a player or officiate in or at any game of Australian Rules football.

d) Re-registered players/officials who re-offend

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A de-registered player/official who is successful in gaining an exemption to play/officiate and subsequently re-offends will automatically be de-registered with no further right to apply for an exemption or to appeal.

3.4 Appeals

After having progressed through the stages detailed in section 3.2 and subsequently been de-registered, the affected player/official may:

3.4.1 Appeal to Football Victoria

Players/officials can appeal to AFL Victoria in accordance with the rules set out in 3.5.

3.5 Appeals to AFL Victoria

- a) In accordance with AFL Victoria Regulations rule 5.4 a player/official can appeal a decision to the AFL Victoria Appeals Board following a decision handed down by a league.
- b) The conduct of the AFL Victoria Appeals Board shall be at the discretion of the Chairman and without limitation, shall be inquisitorial in nature and all available evidence as previously heard shall be made available to this Appeal Board as well as any further evidence the Chairman deems relevant.
- c) It is the obligation of the player/official to present their case with all necessary witnesses and relevant documents to the Appeals Board and show cause why he/she should be reregistered.

3.5.1 AFL Victoria Appeals Board Process

- a) A player/official of a club of a Member who has been de-registered may appeal to the AFL Victoria Appeals Board against such refusal, by notice in writing lodged with AFL Vic.
- b) A player/official may only submit one (1) appeal in any one season.
- c) The player/official concerned shall be entitled to representation at the hearing.
- d) Such representation shall not be by any person who is legally qualified. Such appeal shall be heard within a period as determined by AFL Vic.
- e) AFL Victoria shall inform each affected league of the appeal as soon as practical after lodgement by the player/official of his notice of appeal.
- f) A representative from the player's/official's league will be required to justify the league's decision to de-register the player/official.
- g) The player/official must lodge a bond of \$550 (inc. GST) made payable to "AFL Victoria" and such bond may be forfeited should the appeal be considered

SCHEDULE O

frivolous. A \$250 (inc. GST) administrative fee will be retained from the Appeal bond irrespective of the outcome of the appeal.

- h) The player/official must also lodge a completed Appeal Form together with a copy of any relevant documentation regarding the de-registration.
- i) The league who de-registered the player/official will be required to lodge the player/official's tribunal history and any other relevant information to the appeal with AFL Victoria.
- k) Should the player/official fail to lodge a bond of \$550 (inc GST) within six (6) days of notifying AFL Vic, the de-registration shall stand and any right to appeal is forfeited.
- l) In all cases with reference to the applicable time lines, AFL Vic shall determine the date and time for lodgement of the Form or bond, as the case may be.
- m) The AFL Vic Appeal Board may regulate the proceedings before it as it deems fit and the decision of the AFL Vic Appeal Board shall be final and binding on all parties.

YARRA JUNIOR FOOTBALL LEAGUE

MEDIA POLICY

Purpose

For the League to provide prompt, appropriate and accurate responses to all media on matters, which are of, league interest.

This document outlines a formal process to ensure all media releases, statements and inquiries regarding League issues are managed professionally and appropriately.

The key objective is to provide the League with a positive public image in line with its objectives through presentation of media statements, media liaison, promotional literature, official speeches, interviews and other internal and external communications strategies.

Operating methodology

For the issuing of media statements and responses to media inquiries, the League President is the official spokesperson for the League on all matters.

No other staff member below the level of League President, or delegated senior officer authorised by the League President, has any authority to talk to the media on any League matter.

However, the League President should make himself available to answer inquiries from media where such inquiries affect immediate area of operations and such answers should be confined to facts and approved league policy.

As a matter of policy, the League President should remain the ultimate authority in any question of doubt on handling any media issue.

The process for general enquiries into the League from the media is to initially be directed to the League President. It is prudent to ascertain the reason for the call and inform the League President first to provide the League President sufficient time to prepare a response.

League staff, club officials, players and parents/supporters should not give statements to the media. The above mentioned people who find themselves in a position of having to deal with a general media enquiry should take the contact details of the media representative and indicate that they will be called back by the President a.s.a.p.

It is vital that all media inquiries be treated efficiently and courteously with due regard to the fact that all media work to stringent deadlines which require prompt responses.

Out of courtesy, any press release, media monitoring reports, or talk-back radio comments relating to specific projects, or divisions, are to be faxed to the relevant League officers.

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YARRA JUNIOR FOOTBALL LEAGUE INC.

OFFENCES TO WHICH AUTOMATIC FINES APPLY

OFFENCES WHICH ENTAIL FINES	Penalty Unit	Code
Non-attendance at designated League meeting	6	A
Unregistered or Ineligible Player	10	B
Late entry of match scores on line	5	C
Team sheet incorrectly completed	5	D
Failure to hand team sheet to umpire at half time	5	E
Duplication of number OR no number on jumper OR incorrect jumper	2	F
Incorrect shorts OR socks	1	G
No timekeeper, no goal umpire, no boundary umpire		
No interchange steward Each	5	H
Unsatisfactory boundary OR goal umpire	3	I
Goal umpire OR Interchange steward failing to wear a white coat	2	J
A boundary umpire failing to wear a white top (By Law 5.7.1)	2	K
A runner failing to wear League Identification Apparel	5	L
A trainer failing to wear League Identification Apparel	5	M
Late start (5 minutes or more)	2	N
Late appearance: Quarter - Half - Three-Quarter - Time Break	2	O
Interchange area on incorrect side of oval	2	P
Goal area not roped off (applies to unfenced grounds)	4	Q
Inadequate ground markings	5	R
Unsatisfactory siren OR bell (NB! no vehicle horn is permitted)	5	S
Failure to provide Escort for umpire at half-time OR at match end	5	T
Failure to supply two reasonable standard footballs	4	U
No representation for all clear (match reports to be signed)	4	V
Late payment of accounts or dues per day	1	W
Failure by home club to provide adequate seating	2	X
Failure of interchange players to be seated (By Law 8.3.6)	2	Y
Failure to provide drink/orange for umpire - 1/2 or 3/4 time	1	Z
Coaches area not roped off per By Law 4.3.10	7	AA
Non authorised persons inside coaching area	10	AB
Coach failing to wear League identification	5	AC
Failure to display scores	5	AE
Non-compliance with By Law 8.5 (Evening up of player numbers)	6	AF
Late Withdrawal of Team (after 7.00pm Friday prior to game)	10	AG
Non compliance with By Law 6.4.3 (Playing two games in same Age group In the same round)	10	AH
Failure to mark ground with second line at unfenced grounds (By Law 4.3.9)	7	AI
Failure to update on line team sheet by midnight on the day of the match	5	AJ
Failure of away team to provide clash jumpers as per Schedule T	10	AK

The nominal value of one penalty unit applicable from 1st April 2017 until otherwise directed by the Board is \$20.00

AFL Victoria and Affiliated Members Member Protection Policy

Effective March 2009

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AFL VICTORIA POLICY STATEMENT

AFL Victoria regards unlawful discrimination, sexual harassment, bullying and abuse in any form as intolerable and believes that all people have the right to work, play and socialise in an environment which is safe, inclusive and respectful.

This policy has been designed to re-enforce the values AFL Victoria places upon creating the best environment for all people connected with Australian Football. It clearly defines expected standards of behaviour for all people associated with our game and sets out AFL Victoria's approach to addressing inappropriate behaviour.

Any reports of inappropriate behaviour as defined in this document will be treated seriously, sympathetically and confidentially by AFL Victoria or the Affiliated Member and will be investigated thoroughly. AFL Victoria or the Affiliated Member will ensure that complainants and witnesses are not victimised in any way.

Under various State and Commonwealth legislation unfair discrimination and sexual harassment is illegal. In its most serious forms harassment can be an offence under State and Federal criminal law.

This policy has been endorsed by AFL Victoria Executive. The policy begins with effect from 18th March 2009 and will operate until replaced. This policy and/or its attachments may be amended from time to time by AFL Victoria.

AFL Victoria Executive and I are committed to ensuring full compliance to ensure our game is safe and enjoyable for everyone.

Peter Schwab
Chief Executive Officer

PART A: MEMBER PROTECTION POLICY

1. Scope

- 1.1 The Member Protection Policy applies to the extent where possible:
- with respect to AFL Victoria, the people within the purview of AFL Victoria Rules and Regulations, whether they are in a paid or unpaid/voluntary capacity; and
 - with respect to each Affiliated Member, all people under the purview of that Affiliated Member, whether they are in a paid or unpaid/voluntary capacity:
including, but not limited to:
 - Individuals sitting on boards, committees and sub-committees;
 - Employees and volunteers;
 - Support personnel (e.g. managers, physiotherapists, psychologists, masseurs, sport trainers);
 - Coaches and assistant coaches;
 - Players;
 - Umpires and other officials;
 - Members, including life members;
 - Affiliated clubs;
 - Any other person or organisation that is a member of or affiliated to AFL Victoria or Affiliated Member;
 - Parents, guardians, spectators and sponsors to the full extent that is possible.
- 1.2 This policy will continue to apply to a person even after they have stopped their association or employment with AFLV or Affiliated Member if disciplinary action, relating to a breach of this policy, has commenced.
- 1.3 This policy and/or its attachments may be amended from time to time by AFL Victoria.

2. Code of Conduct

- 2.1 AFL Victoria requires every individual and organisation bound by this policy to:
- (a) Be ethical, fair and honest in all their dealings with other people;
 - (b) Treat all persons with respect and courtesy and have proper regard for their dignity, rights and obligations;

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- (c) Always place the safety and welfare of children above other considerations;
 - (d) Comply with AFLV's and the Affiliated Member memorandum and articles of association, player rules, regulations and policies including this member protection policy;
 - (e) Operate within the rules and spirit of the sport;
 - (f) Comply with all relevant Australian laws (Federal and State), particularly anti-discrimination and child protection laws;
 - (g) Be responsible and accountable for their conduct;
 - (h) Abide by the relevant Role-Specific Codes of Conduct. Role Specific Codes of Conduct are located on AFL Victoria website – www.aflvic.com.au.
- 2.2 It is a breach of this policy for any person or organisation to which this policy applies, to have been found to have:
- (a) Done anything contrary to this policy;
 - (b) Breached the Code of Conduct and Role-Specific Codes of Conduct;
 - (c) Brought the sport and/or AFL Victoria and/or the Affiliated Member into disrepute;
 - (d) Failed to follow AFLV policies and procedures for the protection, safety and welfare of children;
 - (e) Discriminated against or harassed any person;
 - (f) Victimised another person for reporting a complaint;
 - (g) Engaged in unlawful sexual activity. ;
 - (h) Disclosed to any unauthorised person or organisation any AFLV or Affiliated Member information that is of a private, confidential or privileged nature;
 - (i) Made a complaint they knew to be untrue, vexatious, malicious or improper;
 - (j) Failed to comply with a penalty imposed after a finding that the individual or organisation has breached this policy;
 - (k) Failed to comply with a direction given to the individual or organisation during the discipline process.

3. Organisational Responsibilities

- 3.1 AFL Victoria requires its Affiliated Members to implement appropriate policies and codes of conduct and in turn those Affiliated Members will request their affiliate members and clubs to implement appropriate policies and codes of conduct.
- 3.2 AFLV Affiliated Members must:
- (a) Adopt, implement and comply with this policy;
 - (b) Publish, distribute and otherwise promote this policy and the consequences for breaching it;
 - (c) Promote appropriate standards of conduct at all times;
 - (d) Promptly deal with any breaches of or complaints made under this policy in an impartial, sensitive, , timely and confidential manner;
 - (e) Apply this policy consistently without fear or favour;
 - (f) Recognise and enforce any penalty imposed under this policy;
 - (g) Ensure that a copy of this policy is available or accessible to the persons to whom this policy applies
 - (h) Appoint appropriately trained Member Protection Information Officers to receive and handle complaints and allegations and display the names and contact details in a way that is readily accessible; and
 - (i) Monitor and review this policy at least annually.

4. Individual Responsibilities

- 4.1 Individuals bound by this policy are responsible for:
- (a) Making themselves aware of the policy and complying with the standards of conduct outlined in this policy;
 - (b) Consenting to a national police check if the individual holds or applies for a role that involves direct and unsupervised contact with people under the age of 18 years
 - (c) Co-operating in providing a sporting environment which is free from unlawful discrimination, harassment, bullying and abuse.
 - (d) Complying with all other requirements of this policy;

5. Policy Statements

5.1 CHILD PROTECTION POLICY

(a) Overview

Every person and organisation bound by this policy must always place the safety and welfare of children above all other considerations.

Child abuse is illegal in all states and territories of Australia, with each having their own child protection laws that cover the reporting and investigation of cases of child abuse.

Child abuse relates to children (a person under 18 years old) at risk of harm, usually by adults, sometimes by other children, and often by those they know and trust. It can take many forms. Children may be harmed by verbal and emotional abuse and physical actions and by people failing to provide them with basic care. Child abuse may include:

- Physical abuse by hurting a child or a child's development (e.g. hitting, shaking or other physical harm; giving a child alcohol or drugs; or training that exceeds the child's development or maturity).
- Sexual abuse by adults or other children where a child is encouraged or forced to watch or engage in sexual activity or where a child is subject to any other inappropriate conduct of a sexual nature (e.g. sexual intercourse, masturbation, oral sex, pornography including child pornography or inappropriate touching or conversations).
- Emotional abuse by ill-treating a child (e.g. humiliation, taunting, sarcasm, yelling, negative criticism, name calling, ignoring or placing unrealistic expectations on a child).
- Neglect (e.g. failing to give food, water, shelter or clothing or to protect a child from danger or foreseeable risk of harm or injury).

All allegations of child abuse will be dealt with promptly, seriously, sensitively and confidentially. AFL Victoria requires that anyone who reasonably suspects that a child has been or is being abused by someone within our sport, or by his/her parents/guardians to report it immediately to the police or relevant government agency, and AFL Victoria or relevant

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Affiliated Member. AFL Victoria or Affiliated Member will not attempt to investigate, mediate or conduct any hearing into any allegation of child abuse as this is the role of the police and the relevant government agency.

(b) AFL Victoria Child Protection Requirements

AFL Victoria requires every individual and organisation bound by this policy to:

- (i) Prohibit any form of abuse against children;
- (ii) Provide education and/or information to those involved in our sport on child abuse and child protection.
- (iii) Carefully select people whose role requires them to have regular direct and unsupervised contact with children;
- (iv) Provide opportunities for our juniors to contribute to and provide feedback on our program development;
- (v) Ensure codes of conduct, particularly for roles associated with junior sport, are promoted, enforced and reviewed
- (vi) Provide procedures for raising concerns or complaints. Where applicable meet the requirements outlined in:
 - A Attachment B1 Victoria Child Protection Requirements
 - B VIC Child Protection Requirements. Refer to the Department of Justice website: <http://www.justice.vic.gov.au> and follow the Working with Children Check link under Business Units or contact 1300 652 879.

State specific child protection requirements apply despite the existence or absence of AFL Victoria Member Protection Policy.

5.2 ANTI DISCRIMINATION AND HARASSMENT POLICY

(a) Overview

AFL Victoria aims to provide a sport environment where all those involved in its activities are treated with dignity and respect, and without harassment or discrimination.

Under this policy discrimination and harassment are not permitted in employment (including volunteer and unpaid employment); when providing sporting goods and services including access to sporting facilities; when providing education and accommodation; the selection or otherwise of any person for competition or a team (domestic or international); the entry or

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otherwise of any player or other person to any competition and the obtaining or retaining membership of clubs and organisations (including the rights and privileges of membership).

Requesting, assisting, instructing, inducing or encouraging another person to engage in discrimination or harassment may also be against the law.

(b) Discrimination

Discrimination means treating or proposing to treat someone less favourably than someone else because of a particular characteristic in the same or similar circumstances in certain areas of public life (this is Direct Discrimination).

The law also covers Indirect Discrimination. This is imposing or intending to impose an unreasonable requirement, condition or practice that is the same for everyone, but which has an unequal or disproportionate effect on individuals or groups with particular characteristics.

Under the relevant legislation across Australia, unless a specific exclusion applies, it is unlawful to discriminate against anyone on a variety of grounds including, but not limited to the following:

- Age;
- Disability;
- Marital status;
- Parental/carer status;
- Family/carer responsibilities;
- Gender identity/transgender status;
- Lawful sexual activity/sexual orientation;
- Irrelevant medical record;
- Irrelevant criminal record;
- Political belief/activity;
- Pregnancy and breastfeeding;
- Race;
- Religious belief/activity;
- Sex/gender;
- Social origin;
- Trade union membership/activity.
- Physical features
- Association with a person with one or more of the characteristics listed above.

Examples of Discrimination:

Breastfeeding: A member of the club who is breastfeeding her baby in the club rooms is asked to leave.

Disability: A junior player is overlooked because of his/her mild epilepsy.

Family responsibilities: A club decides not to promote an employee because he/she has a child with a disability even though the employee is the best person for the job.

Lawful sexual activity/sexual orientation: An athlete is ostracised from his/her team after he/she tells a team mate that he/she is same sex attracted.

Pregnancy: A woman is dropped from her squad when she becomes pregnant.

Race: An Italian referee is not permitted to referee games with a high proportion of Italian players on one team because of his/her race.

Sex/Gender: Specialist coaching is only offered to male players in a mixed team.

(c) Harassment

Unlawful Harassment is any type of behaviour that is unwanted, unwelcome or uninvited and is offensive, intimidating and/or humiliating.

It does not matter whether the harassment was intended: the focus is on the impact of the behaviour. Harassment may be a single incident or repeated. It may be explicit or implicit, verbal or non-verbal.

Sexual harassment means unwanted, unwelcome or uninvited behaviour of a sexual nature which makes a person feel humiliated, intimidated or offended.

Sexual harassment can take many different forms and may include unwanted physical contact, verbal comments, jokes, propositions, display of pornographic or offensive material or other behaviour that creates a sexually hostile environment.

Sexual harassment is not behaviour based on mutual attraction, friendship and respect. If the interaction is between consenting adults, it is not sexual harassment.

If any person feels they are being harassed or discriminated against by another person or organisation bound by this policy, please refer to the complaints procedure outlined in attachment C1 in this policy.

5.3 GENDER IDENTITY POLICY

AFL Victoria is committed to providing an inclusive sporting environment where transgender people involved in its activities are able to contribute and participate.

AFL Victoria expects everyone who is bound by this policy to treat people who identify as transgender fairly and with dignity and respect. AFL Victoria will not tolerate any unlawful discrimination or harassment against a person who identifies as transgender or who is thought to be transgender. For further information, contact the appropriate Anti-discrimination authority in each State or Territory.

An example of behaviour which could be regarded as discrimination or harassment on the basis of gender identity/transgender status is: A transgender contract worker is harassed when employees refuse to call her by her female name.

If any person feels they are being harassed or discriminated against by another person or organisation bound by this policy, please refer to the complaints procedure outlined in attachment C1 in this policy.

5.4 OTHER RELEVANT POLICIES

Other AFLV policies which contribute to the welfare of all those involved in our activities can be found at www.aflvic.com.au.

Policies include:

- AFLV Player Official De Registration Policy
- AFL National Risk Protection Program
- AFLV Gender Regulation Policy
- Anti-Doping Policy
- Racial and Religious Vilification Policy
- AFLV Infectious Disease Policy
- AFLV Alcohol Management Policy
- AFLV Smokefree Policy
- AFLV Risk Management Policy and others

5.5 VICTIMISATION

AFL Victoria and Affiliated Members aim to ensure our complaints procedure has integrity and is free of unfair repercussions or victimisation.

It is unlawful to victimise a person who is involved in making a complaint of discrimination or harassment. Victimisation means subjecting a person or threatening to subject a person to any

detriment or unfair treatment because that person has or intends to pursue their rights to make a complaint under government legislation (e.g. anti-discrimination) or under this policy, or for supporting another person to make a complaint. For example, a player is ostracised by her male coach for complaining about his sexist behaviour to another club official or for supporting another player who has made such a complaint

AFL Victoria and Affiliated Members will take all necessary steps to make sure that people involved in a complaint are not victimised by anyone for coming forward with a complaint or for helping to sort it out. Appropriate measures will be imposed on anyone who victimises another person for making a complaint.

5.6 VEXATIOUS COMPLAINTS

If at any point in the complaint process AFL Victoria Manager - Community Football Development or the Affiliated Member considers that a complainant has knowingly made an untrue complaint or the complaint is vexatious or malicious, the matter may be referred to the relevant grievance tribunal/committee for appropriate action which may include disciplinary action against the complainant.

5.7 MEDIATION

AFL Victoria and Affiliated Members aim to sort out complaints with the minimum of fuss wherever possible. In many cases, complaints can be sorted out by agreement between the people involved with no need for disciplinary action. The people involved in a formal complaint - the complainant and the person complained about (respondent) - may also seek the assistance of a neutral third person or a mediator.

Mediation may occur either before or after an investigation of a complaint. If a complainant wishes to try and resolve the complaint with the assistance of a mediator, AFL Victoria Manager – Community Football Development or the Affiliated Member will, in consultation with the complainant, arrange for an appropriate, unbiased mediator to mediate the complaint.

5.8 FORMS OF DISCIPLINE

If an individual or organisation to which this policy applies breaches this policy, one or more forms of discipline may be imposed. These may include making a verbal or written apology, paying a fine, being suspended or de-registered or having a person's appointment or employment terminated.

6. Dictionary

This Dictionary sets out the meaning of words used in this policy and its attachments without limiting the ordinary and natural meaning of the words. State/Territory specific definitions and more detail on some of the words in this dictionary can be sourced from the relevant State/Territory child protection commissions or equal opportunity and anti- discrimination commissions.

Abuse is a form of harassment and includes physical abuse, emotional abuse, sexual abuse, neglect, and abuse of power. Examples of abusive behaviour include bullying, humiliation, verbal abuse and insults.

Affiliated club means one of AFL Victoria Clubs licensed to compete in AFL Victoria Competition or a club affiliated with a league which in turn is affiliated with an Affiliated Member;

Affiliated Member means AFLV Members who are affiliated via an AFLV Membership Agreement or AFLV License.

Child means a person who is under the age of 18 years (see also definition of young person)

Complaint means a complaint made under this policy.

Complainant means the person making a complaint.

Junior means a person under the age of eighteen (18) years who is participating in an activity of the Australian Football

Mediator means a person appointed to mediate complaints made under this policy. It is preferable that the mediator has relevant skills, qualifications and/or training in mediation.

Member means an AFLV Affiliated Member and any club under an Affiliated Member

Member protection is a term used by the Australian sport industry to describe the practices and procedures that protect members – both individual members such as players, coaches and officials, and the member organisations such as clubs, state associations, other affiliated associations and the national body. Member protection involves:

- protecting those that are involved in sport activities from harassment, abuse, discrimination and other forms of inappropriate behaviour

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- adopting appropriate measures to ensure the right people are involved in an organisation, particularly in relation to those involved with juniors, and
- providing education.

Natural justice incorporates the following principles:

- a person who is the subject of a complaint must be fully informed of the allegations against them
- a person who is the subject of a complaint must be given full opportunity to respond to the allegations and raise any matters in their own defense
- all parties need to be heard and all relevant submissions considered
- irrelevant matters should not be taken into account
- no person may judge their own case
- the decision maker/s must be unbiased, fair and just
- the penalties imposed must not outweigh the 'crime'

Police check means a national criminal history record check conducted as a prudent pre-employment or pre-engagement background check on a person.

Policy and this policy mean this Member Protection Policy.

Respondent means the person who is being complained about.

Racial Hatred: Public acts of racial hatred which are reasonably likely in the circumstances to offend, insult, humiliate or intimidate are also prohibited. This applies to spectators, participants or any other person who engages in such an act in public. Some states and territories also prohibit public acts that vilify on other grounds such as homosexuality, gender identity, HIV/AIDS, religion and disability – see vilification.

Role-specific codes of conduct means standards of conduct required of certain roles (e.g. coaches).

Sexual offence means a criminal offence involving sexual activity or acts of indecency including but not limited to (due to differences under state/territory legislation):

- Rape
- Indecent assault
- Sexual assault
- Assault with intent to have sexual intercourse
- Incest
- Sexual penetration of child under the age of 16

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- Indecent act with child under the age of 16
- Sexual relationship with child under the age of 16
- Sexual offences against people with impaired mental functioning
- Abduction and detention
- Procuring sexual penetration by threats or fraud
- Procuring sexual penetration of child under the age of 16
- Bestiality
- Soliciting acts of sexual penetration or indecent acts
- Promoting or engaging in acts of child prostitution
- Obtaining benefits from child prostitution
- Possession of child pornography
- Publishing child pornography and indecent articles.

Vilification involves a person or organisation doing public acts to incite hatred towards, serious contempt for, or severe ridicule of a person or group of persons having any of the attributes or characteristics within the meaning of discrimination. Public acts that may amount to vilification include any form of communication to the public and any conduct observable by the public.

Young People/person means people in the 13 – 18 year age group.

Attachment B1: VICTORIA CHILD PROTECTION REQUIREMENTS

This information is subject to change at any time. Refer to the Department of Justice website: <http://www.justice.vic.gov.au> and follow the Working with Children Check link under Business Units or contact 1300 652 879. This information was updated 1 April 2006.

Under the [Working with Children Bill](#) (2005) the Victorian Working with Children Check (Check) will require individuals who work or volunteer with children in certain capacities in identified occupations and activities to undergo screening for criminal offences.

A person who has no relevant criminal or professional disciplinary history will be granted an assessment notice. That notice will entitle the person to undertake child-related work. A person deemed unsuitable to work or volunteer with children will be given a negative notice and cannot work in [child-related work](#). A negative notice can be appealed to Victorian Civil and Administrative Tribunal (VCAT) provided the individual is not listed on the Sex Offenders Register or subject to an extended supervision order.

Who needs to apply for a Check?

Any person who works in, or in connection with, in a paid or voluntary capacity, any of the 20 child-related occupational fields listed in the Act. This work must also usually involve (or be likely to involve) regular, direct contact with a child where that contact is not directly supervised. The following child-related categories are relevant to our sport.

- educational institutions for children (such as schools and some TAFE programs);
- clubs, associations or movements that provide services or conduct activities for or directed at children or whose membership is mainly comprised of children;
- coaching or private tuition services of any kind for children; and
- direct commercial provision (and not incidental or in support of other business activities) of gym or play facilities specifically for children.

Exemptions

The following people will not need to have a Check:

- individuals aged under 18
- volunteers involved in an activity in which their child ordinarily participates
- individuals working only with children who are close family relations
- secondary school students aged under 20 performing volunteer work arranged through the school where they are studying
- sworn members of Victoria Police
- teachers registered with the Victorian Institute of Teaching
- a visiting worker who does not ordinarily reside and perform child-related work in Victoria.

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Phasing-in Arrangements

Checks commence in July 2009. The type of child-related work determines when people need to apply for a check. More information on the phasing-in of Checks is available from www.justice.vic.gov.au.

Employer requirements

As an employer or volunteer organisation you must:

- ensure all employees or volunteers who are required to get a Check do so at the correct time, which is indicated in the phasing plan.
- where your employees or volunteers are not required to get a Check because their contact with children is directly supervised, ensure the supervisor has a Check unless an exemption applies. For example, the supervisor may be a registered teacher with the Victorian Institute of Teaching, making them exempt
- ensure that employees or volunteers issued with a Negative Notice do not undertake child-related work as defined by the Working With Children Act 2005.

As an employer or volunteer organisation you should:

- record your employee's and volunteer's unique Application Receipt Number received when they submit their application. The Act enables a person to continue or commence work while their application is pending
- confirm that your employees and volunteers have been issued with an Assessment Notice after Check applications have been assessed by the Department of Justice
- sight your employee's or volunteer's Working with Children Check Card and confirm the status of their Card Number to verify that they have passed the Check. You can do this online from 1 July 2006, or by calling 1300 652 872
- record your employee's or volunteer's Card Number, which is different from their Application Receipt Number
- develop internal processes in the event of an existing employee or volunteer being issued with an Interim Negative Notice or Negative Notice.

Attachment C1: COMPLAINTS PROCEDURE

1. Overview

This procedure has been developed to ensure that complaints about inappropriate behaviour described in this policy are addressed sensitively, consistently, fairly and confidentially.

A complaint may be reported about an individual or group behaviour informally or formally. It may be about an act, behaviour, omission, situation or decision that someone thinks is unfair, unjustified, unlawful and/or a breach of this policy.

A complaint should be reported to AFL Victoria Human Resources Manager, Contact Officer or the relevant Manager – Community Football Development of the Affiliated Member, as the case may be. For the avoidance of doubt, a complaint relating to a club or a league operating under an Affiliated Member must be reported to that Affiliated Member, not AFL Victoria.

2. Internal Procedure

(a) Self Resolution

Self resolution may be appropriate where the alleged harasser or bully is oblivious to the impact of their behaviour towards the complainant. If the complainant feels it is appropriate they can attempt to resolve the issue directly with the alleged harasser, without the assistance of AFLV Management, by speaking directly to the person/s involved and asking them to stop the offensive behaviour immediately.

(b) Resolve the Complaint Informally

Informal assistance may be appropriate where the complainant is not sure how to handle the problem and wants to talk confidentially about the problem or the problem continues after the complainant has tried to approach the person/s involved. If this is the case, individual/s should talk with AFL Victoria Human Resources Manager, Contact Officer or Manager - Community Football Development for the Affiliated Member.

Informal procedures that may be adopted could include the following:

- provide possible options/methods for the complainant to resolve the problem and/or make a referral to an appropriate person to help the complainant resolve the problem e.g.: a mediator..
- explain how AFL Victoria complaints procedure works;

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- act as a support person;
- privately speak with the alleged offender on behalf of the complainant
- inform the relevant government authorities and/or police if required by law to do so

(c) **Resolve the Complaint Formally**

Formal procedures may be appropriate where informal procedures have been ineffective, the complaint involves serious and/or criminal allegations or the complainant wishes to make a formal complaint from the outset. Formal complaints can be lodged with AFL Victoria Manager - Community Football Development for the Affiliated Member.

Both parties involved in a formal complaint have a number of rights and responsibilities which are detailed below:

Complainant's Rights	Respondent's Rights
<ul style="list-style-type: none">• Have the complaint investigated and if necessary conciliated• Have support/representation if requested• Express views and opinions without intimidation from others• Discontinue a complaint• Have the situations remedied• Privacy	<ul style="list-style-type: none">• Have natural justice• Not be discriminated against• Not be dismissed unfairly, harshly or unreasonably• Privacy• Have support/representation if requested• Not be defamed• Not be the subject of unfounded or malicious complaints

A formal procedure will be followed as appropriate for each individual complaint which may include one or more of the following steps:

- document full information from the complainant about the complaint and how they want it resolved;
- put the information received from the complainant to the person/people that the complaint is about and ask them to provide their side of the story;
- decide whether enough information has been obtained to determine whether the matter alleged in the complaint did or didn't happen; and/or
- determine what, if any, further action to take. This action may include appointing a person to investigate the complaint, referring the complaint to an informal or a formal mediation session and/or referring the complaint to the police or other appropriate authority.

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NB: Where a complaint relates to an allegation of child abuse the matter will immediately be referred to the police or relevant state government authority.

More detailed information on conducting internal investigations can be found at www.ausport.gov.au/ethics/policy.asp

(d) Appeal Process

If the internal complaints processes set out in this Policy do not achieve a satisfactory resolution/outcome, or if the complainant believes it would be impossible to get an impartial resolution within AFL Victoria or Affiliated Member, an external agency such as The Equal Opportunity Commission may be contacted to assist with a resolution.

3. External Procedure

There may be a range of external options available depending on the nature of the complaint. In the case of harassment or discrimination advice can be sought from the State or Territory Equal Opportunity Commission without being obliged to make a formal complaint. In the case of more serious breaches such as child abuse, the police or relevant state government department responsible for issues of child welfare should be notified.

If an individual wishes to lay a complaint to an external body then guidance and support is available from AFL Victoria Manager – Community Football Development for the Affiliated Member.

PART C: REPORTING DOCUMENTS/FORMS

To assist in consistency and accuracy in following procedure and reporting on the issues covered by aflv's member protection policy, the following documents are to be used:

- C1 confidential record of informal complaint – to be used upon receipt of a complaint or allegation
- C2 confidential record of formal complaint – to be used when a formal complaint is received by aflv's members.
- C3 confidential record of child abuse allegation – to be used upon receipt of a complaint/allegation of child abuse
- C4 record of mediation – to be used by those who conduct a mediation

SCHEDULE R

General principles to be followed when completing a report of a complaint:

- Treat all complaints seriously.
- Deal with complaints promptly, sensitively and confidentially.
- Maintain a calm attitude.
- Ask the complainant if they will consent to you taking notes.
- Write the description of the complaint /problem using the complainants own words (as much as is possible).
- Find out the nature of the relationship between the complainant and the person complained about (for example, coach/competitor, team members, etc) and if there is any relevant history.
- Take a note of the facts and do not pre-judge the situation.
- Ask the complainant whether they fear victimisation or other consequences.
- Find out what outcome the complainant wants and if they need any support.
- Ask the complainant how they want the complaint to be dealt with under the policy.
- Keep the complaint confidential and do not disclose it to another person without the complainant's consent except if disclosure is required by law (for example, a report to government authorities) or if disclosure is necessary to effectively deal with the complaint.

SCHEDULE S

PLAYER OFFENCES

Any of the following types of conduct is a Reportable Offence:

- (a) Intentionally, recklessly or negligently making contact with or striking an Umpire;
- (b) Attempting to make contact with or strike an Umpire;
- (c) Using abusive, insulting, threatening or obscene language towards an Umpire;
- (d) Behaving in an abusive, insulting, threatening or obscene manner towards or in relation to an Umpire;
- (e) Disputing a decision of an Umpire;
- (f) Use of an obscene gesture;
- (g) Intentionally, recklessly or negligently:
 - (i) kicking another person;
 - (ii) striking another person;
 - (iii) tripping another person whether by hand, arm, foot or leg;
 - (iv) engaging in time wasting;
 - (v) charging another person;
 - (vii) throwing or pushing another Player after that Player has taken a Mark, disposed of the football or after the football is otherwise out of play;
 - (viii) engaging in rough conduct against an opponent which in the circumstances is unreasonable;
 - (ix) engaging in a melee, except where a Player's sole intention it to remove a teammate from the incident;
 - (x) spitting at or on another person; or
 - (xi) bumping or making forceful contact to an opponent from front-on when that Player has their head down over the football;

NOTE:

- a Player can bump an opponent's body from side-on but any contact forward of side-on will be deemed to be front-on;
- a Player with their head down in anticipation of winning possession of the football or after contesting the football will be deemed to have their head down over the football for the purposes of this law.

- (h) attempting to kick another person;
 - (i) attempting to strike another person;
 - (j) attempting to trip another person whether by hand, arm, foot or leg;
 - (k) intentionally shaking a goal or behind post when another Player is preparing to Kick or is Kicking for Goal or after the Player has Kicked for Goal and the football is in transit;
 - (l) wrestling another person;
 - (m) using abusive, insulting, threatening or obscene language;
 - (n) failing to leave the Playing Surface when directed to do so by a Field Umpire;
 - (o) wearing boots, jewellery and equipment prohibited under Law 9 (of Laws of Australian Football);
 - (p) any act of misconduct.
-

SCHEDULE T

JUMPER CLASHES

Where clubs competing in a match have a jumper clash as listed below T, the Away club must wear an alternative jumper.

PONRPJFC

Balwyn

Heidelberg

Richmond

Banyule

Fitzroy

Fitzroy

Preston

Hawthorn Citizens

Beverley Hills

Warrandyte

Preston Bullants

Surrey Park

Richmond

Templestowe

Hawthorn Citizens

Bundoora

Whitehorse Colts Girls

Ivanhoe

Richmond

Balwyn

Balwyn

Beverley Hills

Banyule

Beverley Hills

Warrandyte

Boroondara Hawks

Whitehorse Colts

Parkside

Parkside

Ivanhoe

Kew Comets (Colts only)

Brunswick

Boroondara Hawks

Doncaster

Kew Comets

SOCIAL NETWORKING POLICY

1. Any Person who is found to have engaged in, or is suspected of engaging in the unacceptable use of Facebook, Twitter, YouTube or any other social networking site, including blogs, in connection with the game of Australian Football in relation to the Yarra Junior Football League in any way may be dealt with by the Yarra Junior Football League as it deems fit, notwithstanding the behaviour did not occur on the playing field.
2. Without limiting the operation of this Rule, unacceptable use may involve the Person:
 - i. Criticising umpires, players, officials or any other person involved in the Yarra Junior Football League;
 - ii. Engaging in but not limited to, the following misuses of technology: harrassing, teasing, intimidating, racially vilifying or threatening another person by sending or posting inappropriate and hurtful e-mail messages, instant messages, text messages, phone messages, digital pictures or images, or Web site postings (including social network sites e.g. Facebook or blogs) and the sending, receiving and or possession of naked or sexually explicit images of a person;
 - iii. Engaging in any other behaviour which the Yarra Junior Football League reasonably determines, in its absolute discretion, to have breached this policy.
3. In addition, it is important to note :
 - i. It is not relevant that the Person making the remarks was not aware that the content could or would be made publicly available.
 - ii. Members must also be aware that postings from their individual accounts, whether done by themselves or another person will remain the responsibility of the account owner.
 - iii. All members of the Yarra Junior Football league and individual clubs must be aware that in certain circumstances where a crime has been committed, they may also be subjected to a criminal investigation by Police over which the league and/or club will have no control.
4. **Procedure**
 - a. Yarra Junior Football League and/or club officials or members who feel that they have been the victims of such misuses of technology should save and store the offending material on their computer, mobile phone or other device. They should then print/ save a copy of the material and immediately report the incident to the relevant club representative who will forward the evidence to the Yarra Junior Football League.
 - b. All reports of cyberbullying and other technology misuses will be investigated fully in accordance with Yarra Junior Football League rules and regulations and may result in a notification to Police where the

SCHEDULE U

Yarra Junior Football League or the club is legally obliged to do so. If there is evidence, charges will be laid.

5. Penalties

- a. Any proven charges may lead to a suspension for a registered player or club official. In deciding the final penalty, consideration will be given to the seriousness of the act, the impact on the victim, the impact on the club and/or the Yarra Junior Football League and the prior good history or otherwise of the player or official. Players charged with these types of offences for a second or subsequent time and where a suspension has been previously imposed will face deregistration.
- b. Any player or official presented before the tribunal for the first or subsequent time on a cyberbullying offence must be aware that the penalties available to the tribunal members will cover the complete range including deregistration.
- c. In the case of a non-playing club member being proved to have engaged in harassment or bullying, the club employing, engaging or otherwise associated with the person at the time of the conduct shall be deemed to be vicariously liable for the conduct of the person and shall pay to the Yarra Junior Football League a fine or bond to be determined by the Yarra Junior Football League.

SCHEDULE V

REPORTABLE OFFENCES

Application

This document provides some guidelines as to the different categories of Reportable Offences and the appropriate sanctions and courses of action in respect of such offences.

These guidelines are designed to be used by the match day umpire and will be reviewed by the League Review Panel (the Panel). Members of this panel will include the League's General Manager, Operations Manager, Board Member responsible for Conduct and other Board Members as required.

The Panel will confirm the suitability of an automatic suspension in place of a tribunal hearing, or refer the player to the Tribunal or add a penalty where a bad record has to be taken into account (see (c) Impact of a Bad Record on Classifiable Offences).

Where a player's acceptance of an Automatic Suspension results in a 1 Match Suspended Sentence, that Suspended Sentence shall be in place for a full 12-month period.

Classifiable Offences

(a) Which Reportable Offences are Classifiable Offences?

Classifiable Offences are those Reportable Offences (specified in the table below) which may be graded by a Panel in order to determine an appropriate base sanction for that offence.

Classifiable Offences
Striking
Kicking
Kneeing
Stomping
Charging
Rough Conduct
Forceful Front-On Contact
Headbutt or Contact Using Head
Eye-Gouging / Unreasonable or Unnecessary Contact to the Eye Region
Scratching
Tripping

(b) Grading Classifiable Offences

The Panel may grade Classifiable Offences in accordance with the table below. Note, where a Classifiable Offence occurs behind play, the Panel may at its absolute discretion determine that the offence ought to be referred directly to the Tribunal on the basis that it is a Classifiable Offence which attracts a base sanction that the Panel finds inappropriate (see Direct Tribunal Offences).

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Conduct	Impact	Contact	Base Sanction	Accept Automatic Penalty
Intentional	Severe	All	Tribunal	N/A
	High	High/Groin	Tribunal	N/A
		Body	3 Matches	2 Matches
	Medium	High/Groin	3 Matches	2 Matches
		Body	2 Matches	1 Match
	Low	High/Groin	2 Matches	1 Match
		Body	1 Match	Suspended Sentence
Careless	Severe	All	Tribunal	N/A
	High	High/Groin	3 Matches	2 Matches
		Body	2 Matches	1 Match
	Medium	High/Groin	2 Matches	1 Match
		Body	1 Match	Suspended Sentence
	Low	High/Groin	1 Match	Suspended Sentence
		Body	1 Match	Suspended Sentence

1 Conduct (Intentional, Careless)

Intentional conduct:

A Player intentionally commits a Classifiable Offence if the Player engages in the conduct constituting the Reportable Offence with the intention of committing that offence.

Careless conduct:

A Player's conduct will be regarded as Careless where it constitutes a breach of the duty of care owed by the Player to all other Players. Each

SCHEDULE V

Player owes a duty of care to all other Players, Umpires and other persons (as applicable) not to engage in conduct which will constitute a Reportable Offence being committed against that other Player, Umpire or other person (as applicable). In order to constitute such a breach of that duty of care, the conduct must be such that a reasonable Player would not regard it as prudent in all the circumstances. Further, a Player will be careless if they breach their duty to take reasonable care to avoid acts which can be reasonably foreseen to result in a Reportable Offence.

2 Impact (Low, Medium, High or Severe)

In determining the level of impact, regard will be had to several factors.

Firstly, consideration will be given to the extent of force and in particular, any injury sustained by the Player who was offended against.

Secondly, strong consideration will be given to the potential to cause injury, particularly in the following cases:

- intentional head-high strikes, such as those with a swinging clenched fist, raised forearm or elbow;
- high bumps, particularly with significant head contact and/or Player momentum;
- any head-high contact with a Player who has his head over the ball, particularly when contact is made from an opponent approaching from a front-on position;
- forceful round arm swings that make head-high contact to a Player in a marking contest, ruck contest or when tackling;
- spear tackles; and
- driving an opponent into the ground when his arms are pinned.

The absence of injury does not preclude the classification of impact as Severe.

Thirdly, consideration will be given not only to the impact between the offending Player and the victim Player, but also any other impact to the victim Player as a result of such impact.

In addition, consideration will be given to the body language of the offending

SCHEDULE V

Player in terms of flexing, turning, raising or positioning the body to either increase or reduce the force of impact. The absence of injury does not preclude the classification of impact as Severe.

Low impact (which is the minimum impact required for a Classifiable Offence to constitute a Reportable Offence) requires more than just a negligible impact. Most Reportable Offences require at least low impact and a collision or incident involving negligible force will not ordinarily result in a charge.

3 Contact (High/Groin. Body)

High contact is not limited to contact to the head and includes contact above the shoulders. Contact to the Groin includes contact to the crease or hollow at the junction of the inner part of each thigh with the trunk together with the adjacent region and including the testicles.

Where contact is both High and to the Body, the Match Review Panel will classify the contact as High.

(c) Impact of a Bad Record on Classifiable Offences

A one match additional penalty will be added to the base sanction of a Classifiable Offence for a bad record, being where a Player:

- has been suspended for one or more matches in the past 12 months (as at the date of the offence) for any other Classifiable Offence(s);
- has received one or more reprimands in the past 12 months (as at the date of the offence) for any Classifiable Offence(s); or
- has been suspended for a total of two or more matches in the past 24 months (as at the date of the offence) for any Classifiable Offence(s).

For the avoidance of doubt:

- if a one match additional penalty has been added to the base sanction, the total penalty can be reduced by one match if the Player submits an early guilty plea (accepts Automatic Suspension); and
 - the Low-level Offences referred to in that section will not be affected by the above bad record provisions.
-

SCHEDULE V

(d) Reductions in base sanction for an early guilty plea (accepting Automatic Suspension)

The base sanction for Classifiable Offences will be subsequently decreased where a Player submits an early guilty plea. As per the classification table:

- an early guilty plea in respect of a Classifiable Offence with a base sanction of two or three matches will result in a one match reduction in the suspension; and
- an early guilty plea in respect of a Classifiable Offence with a base sanction of one match will result in a one match suspended sentence.

(e) No reduction for Good Record

Players will not receive a reduced base sanction for a good record.

Direct Tribunal Offences

(a) Which Reportable Offences are Direct Tribunal Offences?

Direct Tribunal Offences are those Reportable Offences (specified in the table below) which are referred by a Panel (or otherwise) directly to the Tribunal for determination without grading (ie without an assessment of the offence using the Classification Table):

Direct Tribunal Offences
Intentional Contact with an Umpire
Striking an Umpire
Spitting on or at an Umpire
Spitting on Another Person
Attempting to Strike an Umpire
Behaving in an Abusive, Insulting, Threatening or Obscene Manner Towards or in Relation to an Umpire
Any Classifiable Offence or Low Level Offence which attracts a base sanction that a Panel finds inappropriate
Any Other Act of Serious Misconduct which the Panel considers appropriate to refer to the Tribunal

(b) Determination of Direct Tribunal Offences?

The Tribunal will determine Direct Tribunal Offences (as with any other Reportable Offence) in accordance with section 2.

Low-level Offences

(a) *What Reportable Offences are Low-level Offences?*

Low-level Offences are the following low-level Reportable Offences which do not require classification:

Low-level Offences
Attempt to strike, kick, trip
Careless contact with an Umpire
Spitting at another Player
Melee
Instigator of Melee
Staging
Wrestling
Making unreasonable or unnecessary contact with an injured Player
Obscene gesture
Disputing decision
Pinching
Interfering with Player kicking for goal
Shaking goal post
Time wasting
Prohibited boots, jewellery, equipment
Not leaving playing surface
Any other act of low-level misconduct which is not a Classifiable Offence or Direct Tribunal Offence

(b) *Sanctions for Low-level Offences?*

Low-level Offences attract the base sanctions (with a reduced sanction for an early guilty plea) as set out in the table below.

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First Low-level Offence		Second & Subsequent Low-level Offences	
Base Sanction	Accept Automatic Penalty	Base Sanction	Accept Automatic Penalty
1 Match	Suspended Sentence	2 Matches	1 Match

A reference to second and subsequent Low-level Offences is a reference to a second or subsequent Low-level Offence occurring at any time in the previous 12 months (as at the date of the current offence). The second or subsequent Low-level Offence need not be the same offence as the first Low-level Offence. For the avoidance of doubt, a prior offence other than a Low-level Offence will not count as a first offence for the purposes of the above table.

Auditory Offences

In the case of auditory offences, the umpire may grade the offence in accordance with the following matrix:

(a) Auditory

Comments were	Loud = 3	Medium = 2	Soft = 1	
Comments were	Directed at the umpire (you) = 4	Directed at another player or person = 2	In the vicinity of umpire or player = 1	
Comments were	Threatening & obscene = 4	Threatening = 3	Abusive / Obscene = 2	Insulting = 1
Attitude of player when informed of report				
Unrepentant = 3	No response = 2	Apologetic = 1	Unknown = 0	

(b) Prescribed Penalty Offer

Auditory Points	Grading Level
16+	Grade 6 - Tribunal
14 - 15	Grade 5 - 4 Matches
10 - 13	Grade 4 - 3 Matches
7 - 9	Grade 3 - 2 Matches
5 - 6	Grade 2 - 1 Match
3 - 4	Grade 1 - Reprimand

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(c) Impact of a Bad Record on Auditory Offences

A one match additional penalty will be added to the base sanction of an Auditory Offence for a bad record, being where a Player:

- has been suspended for one or more matches in the past 12 months (as at the date of the offence);
- has received one or more reprimands in the past 12 months (as at the date of the offence); or
- has been suspended for a total of two or more matches in the past 24 months (as at the date of the offence).

For the avoidance of doubt:

- i. if a one match additional penalty has been added to the base sanction, the total penalty can be reduced by one match if the Player submits an early guilty plea; and
- ii. the Low-level Offences referred to in that section will not be affected by the above bad record provisions,

(d) Reductions in base sanction for an early guilty plea (accepting Automatic Suspension)

The base sanction for Auditory Offences will be subsequently decreased where a Player submits an early guilty plea. As per the prescribed penalty offer table above:

- an early guilty plea in respect of an Auditory Offence with a base sanction of two, three or four matches will result in a one match reduction in the suspension; and
- an early guilty plea in respect of an Auditory Offence with a base sanction of one match will result in a reprimand.

(e) No reduction for Good Record

Players will no longer receive a reduced base sanction for a good record.

Reportable Offences

The *Laws of the Game* sets out a non-exhaustive list of specific Reportable Offences in Law

19.2.2 as well as providing for various categories of permitted contact which shall not constitute a Reportable Offence (for example legally using a hip, shoulder, chest, arms or open arms, providing the football is no more than five metres away, and contact which is incidental to a marking contest where a Player is legitimately marking or attempting to mark the football).

The *Laws* define certain offences such as Charging and Engaging in a Melee, however they provide that in interpreting Reportable Offences, words, terms or phrases which are not defined in the *Laws* shall be given their ordinary meaning. The following provides some further guidance in relation to what constitutes particular Reportable Offences.

(a) ***Striking, Kicking***

Striking and kicking are interpreted in accordance with their commonly understood meaning. A strike would usually be by hand or arm and would generally not apply to other contact using the body. A kick is generally applied to contact by foot or leg.

A strike or kick, as opposed to an attempt to strike or kick, requires more than negligible impact. Where a strike, for example, does not make more than negligible contact, it is still open to the Match Review Panel to charge a Player for Attempting to Strike where it is satisfied that notwithstanding the result, the intention was to connect with greater force.

(b) ***Classification of Certain Strikes***

For the purpose of these Guidelines all Persons should note that the following factors are considered when determining the classification of a Striking offence:

- **Intent:** Notwithstanding any other part of these Guidelines, the fact that an act of striking occurred behind the play or off the ball or during a break in play or with a raised forearm or elbow is usually conclusive that the strike was intentional.
-

SCHEDULE V

- **Impact:** Notwithstanding any other part of these guidelines, any Careless or Intentional strike which is of an inherently dangerous kind and/or where there is a potential to cause serious injury (such as a strike with a raised elbow or forearm) will usually not be classified as “Low Impact” even though the extent of the actual physical impact may be low. Such strikes will usually be classified at a higher level commensurate with the nature and extent of the risk of serious injury involved.

(c) **Misconduct**

Misconduct has a wide meaning and generally is any conduct which would be regarded as unacceptable or unsportsmanlike by other participants in the match or where it had the effect or potential to prejudice the reputation of any person, club or the Controlling Body or to bring the game of football into disrepute.

Serious misconduct offences will be referred directly to the Tribunal. However any other act of Misconduct will be subject to a Low-Level Offence to be determined by the Match Review Panel.

(d) **Forceful Front-On Contact**

Bumping or making forceful contact to an opponent from front-on when that opponent has his head down over the ball is a Reportable Offence. Unless Intentional, such actions will be deemed to be Careless, unless:

- the Player was contesting the ball and did not have a realistic alternative way to contest the ball; or
- the bump or forceful contact was caused by circumstances outside the control of the Player which could not reasonably be foreseen.

Note: A Player can bump an opponent's body from side-on but any contact forward of side-on will be deemed to be front-on. A Player with his head down in anticipation of winning possession of the ball or after contesting the ball will be deemed to have his head down over the ball for the purposes of this law.

(e) **Rough Conduct**

Rough Conduct is interpreted widely in relation to any contact which is unreasonable in the circumstances. It is a Reportable Offence to intentionally or carelessly engage in rough conduct against an opponent

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which in the circumstances is unreasonable.

Without limiting the wide interpretation of Rough Conduct, particular regard shall be had to the following officially recognised forms of Rough Conduct.

1. Rough Conduct (*High Bumps*)

A Player will be guilty of Rough Conduct where in the bumping of an opponent (whether reasonably or unreasonably) the Player causes forceful contact to be made with any part of his body to an opponent's head or neck. Unless Intentional, such conduct will be deemed to be Careless, unless:

- the Player was contesting the ball and did not have a realistic alternative way to contest the ball; or
- the forceful contact to the opponent's head or neck was caused by circumstances outside the control of the Player which could not be reasonably foreseen.

In the interests of Player safety, the purpose of the rule dealing with high bumps is to reduce, as far as practicable, the risk of head injuries to Players and this purpose needs to be kept firmly in mind by all Players and will guide the application of the rule.

For the purpose of these guidelines, head clashes may be considered a reasonably foreseeable consequence arising from a bump. Accordingly, Players who elect to bump, resulting in a head clash, may be liable for a sanction if the level of impact is above the threshold required to constitute a Reportable Offence.

In determining the level of impact (if any) of a bump which causes a head clash, regard may be had to one or more the following:

- whether the degree of force applied by the Player bumping was excessive for the situation;
 - whether the Player being bumped was actively involved in the passage of play;
 - the distance the Player applying the bump has run to make contact;
 - whether the Player being bumped is in a position to protect himself;
 - whether the Player bumping jumps or leaves the ground to bump; and
 - any alternatives available to the Player instead of applying a bump.
-

2. *Rough Conduct (Bumps to the Body)*

It should be noted that even if the rule relating to high bumps does not apply (for example in the case of a bump to the body), a Player may still be guilty of Rough Conduct if his conduct was unreasonable in the circumstances. In determining whether any bump was unreasonable in the circumstances, without limitation, regard may be had to whether:

- the degree of force applied by the person bumping was excessive for the situation;
- the Player being bumped was in a vulnerable position; and
- the Player could reasonably expect the contact having regard to his involvement in play or ability to influence the contest.

3. *Rough Conduct (Dangerous Tackles)*

The application of a tackle may be considered Rough Conduct which is unreasonable in the circumstances. In determining whether the application of a tackle constitutes a Reportable Offence and whether the offence is Careless or Intentional, without limitation, regard may be had to the following factors, whether:

- the tackle consists of more than one action, regardless of whether the Player being tackled is in possession of the ball;
- the tackle is of an inherently dangerous kind, such as a spear tackle or a tackle where a Player is lifted off the ground;
- the Player being tackled is in a vulnerable position (for example their arms are pinned) with little opportunity to protect himself; or
- an opponent is slung, driven or rotated into the ground with excessive force.

4. *Rough Conduct (Contact Below the Knees)*

Under the *Laws of The Game*, it is prohibited to make contact with an opponent below the knees. Players who keep their feet are vulnerable to serious injury from opponents who lunge, dive or slide toward them and make contact below the knees. It is the purpose of these guidelines to protect such Players from the risk of foreseeable injury. A Player may be guilty of Rough Conduct if he makes contact below the knees of an opponent and does so in a manner which is unreasonable in the circumstances. It is not a defence that the Player who made the prohibited contact was contesting the ball or was first to the ball. The primary responsibility of Players with respect to contact below the knees is to avoid the risk of foreseeable injury. In determining whether any contact below the knees is unreasonable in the circumstances, regard may be had to:

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- the degree of momentum and/or force involved in the contact;
- whether the Player causes contact below the knees by sliding with his foot, feet, knee or knees in front of him;
- whether the opposition Player was in a position that was vulnerable to contact below the knees (for example, standing over the ball or approaching from the opposite direction); and
- whether the Player making contact had any realistic alternative ways of approaching the contest or situation.

It should be noted that even where the contact is not made below the knees of the opposition Player but to another part of an opponent's body, a Player may still be guilty under the general definition of Rough Conduct for making unreasonable contact by sliding or dropping in to an opponent with their knees or feet first.

(f) *Instigator of a Melee*

Instigator of a Melee is defined as where the Player's conduct results in retaliatory action which leads to a melee. The offence of Instigator of Melee is in addition to the offence of Engaging in a Melee which may have the effect of a Player being found guilty of both offences.

(g) *Staging*

A Player will be reported for staging. Staging can include excessive exaggeration of contact in an unsportsmanlike manner. Staging shall be a Reportable Offence as it may:

- affect umpires' decision-making;
- incite a melee; and/or
- not be in the spirit of the game (unsportsmanlike);

(h) *Tripping*

In determining whether a trip is above the level of impact to constitute a Reportable Offence, regard will be had to how fast the opponent was moving, whether the trip was by hand or by foot/leg and whether contact was made with a swinging motion.
