

# **YARRA JUNIOR FOOTBALL LEAGUE INCORPORATED**



## **RULES and BY LAWS**

**2022**



# **YARRA JUNIOR FOOTBALL LEAGUE INCORPORATED**



## **RULES**

**2022**

# YARRA JUNIOR FOOTBALL LEAGUE INCORPORATED

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## RULES

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**RULES**  
**of the**  
**YARRA JUNIOR FOOTBALL LEAGUE INCORPORATED**

**1. NAME**

- 1.1. The name of the incorporated association is Yarra Junior Football League Incorporated.

**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 Member Clubs 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) and the associated Regulations.

"Aggrieved Person" means a Member, Registered Player or Official who is required in accordance with Rule 8 to show cause why they should not be expelled from the League.

"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.

"Applicant Club" means any junior football club seeking to participate in matches organised by the League.

"Associate of a Registered Player" means a relative, guardian or care-giver of a Registered Player.

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

"Board" means the Committee having management of the business of the League in accordance with Section 42 of the Act.

"Board Member" means a member of the Board as elected in accordance with Rule 11 or appointed in accordance with Rule 12.

"Books and Records of the League" mean the records and other documents, however compiled, recorded or stored, that relate to the incorporation and management of the League and includes the following—

- 4.1.1. its membership records;
- 4.1.2. its financial statements;
- 4.1.3. its financial records;
- 4.1.4. records and documents relating to transactions, dealings, business or property of the League.

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

"Chief Executive Officer" means a person appointed in accordance with Rule 21.1.

"Club Director" means a person nominated by a Member Club and approved by the Board in accordance with Rule 5.10.

"Complaint" means a Complaint lodged with the Chief Executive Officer in accordance with Rule 24.1

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

"Dispute" means a dispute as prescribed in Rule 9.1.

"Expulsion Resolution" means an Expulsion Resolution made by a Special General Meeting in accordance with Rule 8.

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

"Investigation Officer" means the person whom the Chief Executive Officer has instructed to compile a Report of the investigation of a Complaint in accordance with Rule 24.7.

"Judicial Panel" means the panel appointed in accordance with Rule 21.6.

"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.

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

"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.

"Report" means a report made by a League appointed Umpire of matches controlled or authorised by the League concerning the conduct of a Registered Player or Official before, during or after any match.

"Respondent" means a Registered Player, Official, Member Club and/or supporter of a Member Club, the Board and/or the League against whom a Complaint or Report has been lodged in accordance with Rule 24.1.

"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 in a calendar year.

"Show Cause Board Meeting" means a Show Cause Board Meeting in accordance with Rule 8.

"Show Cause Resolution" means the resolution of the Board to call a Show Cause Board Meeting in accordance with Rule 8.

"Special General Meeting" means a meeting as referred to in Rule 18.1 and/or Rule 18.3.

4.2. In these Rules unless the contrary intention appears:

- 4.2.1. Words importing any gender include all other genders;
- 4.2.2. The word "person" includes a firm, a body corporate, a partnership, a joint venture, an unincorporated body or association or an authority;
- 4.2.3. A reference to an organisation includes a reference to its successors;
- 4.2.4. The singular includes the plural and vice versa;
- 4.2.5. A reference to a law includes regulations and instruments made under it;
- 4.2.6. A reference to a law or a provision of a law includes amendments, re-enactments or replacements of that law or provision, whether by a State or the Commonwealth or otherwise;
- 4.2.7. Where, by a provision of these Rules, a document including a notice is required to be signed, that requirement may be satisfied in relation to an electronic communication of the document in any manner permitted by law or by any State or Commonwealth law relating to electronic transmission or in any other manner approved by the Board;
- 4.2.8. "Writing" and "written" includes printing, typing and other modes of reproducing words in a visible form including, without limitation, any representation of words in a physical document or in an electronic communication or form or otherwise;
- 4.2.9. An expression in a provision of these Rules which deals with a matter within a particular provision of the Act, has the same meaning as in that provision of the Act;



- 4.2.10. Headings are inserted for convenience and do not affect the interpretation of these Rules;
- 4.2.11. The words “include”, “includes”, “including” and “for example” are not to be interpreted as words of limitation; and
- 4.2.12. A power, authority or discretion reposed in a Board Member, the Board, a Sub-Committee, the League in General Meeting or the Chief Executive Officer may be exercised at any time and from time to time.

## **5. MEMBERSHIP**

5.1. The League shall consist of the following Members:

- 5.1.1. Member Clubs (pursuant to Rule 5.3);
- 5.1.2. Members of the Board (pursuant to Rule 5.14); and
- 5.1.3. Life Members (pursuant to Rule 5.15).

### **Member Clubs**

- 5.2. A Member Club must be an independent junior football club incorporated pursuant to the Act or be a company incorporated pursuant to the Corporations Act 2001 (Cth).
- 5.3. Each Member Club listed in Schedule 1 is a Member Club.
- 5.4. Each Member Club is a Member of the League.
- 5.5. Each Member 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.

### **Applicant Clubs**

- 5.6. Any Applicant Club seeking to participate in the competitions conducted by the League must satisfy the Board that:
  - 5.6.1. It is incorporated pursuant to the Act or is a company incorporated pursuant to the Corporations Act 2001 (Cth);
  - 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 Chief Executive Officer of the League for membership as a Member Club in the form of Schedule 2;
- 5.6.9. As soon as is practicable after the receipt of an application the Chief Executive Officer 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 Chief Executive Officer 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 Chief Executive Officer 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 them 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 Member Clubs**

- 5.7. A Member Club of the League who is entitled to vote has the right—
  - 5.7.1. to receive notice of Annual and Special General Meetings and of proposed special resolutions in the manner and time prescribed by these Rules;
  - 5.7.2. to submit items of business to the Board for consideration at a Special General Meeting;
  - 5.7.3. to attend and be heard at Annual and Special General Meetings;
  - 5.7.4. to vote at an Annual and Special General Meeting;
  - 5.7.5. to have access to the minutes of Annual and Special General Meetings and other documents of the League in accordance with Rule 29; and
  - 5.7.6. to inspect the register of Members.
- 5.8. A Member Club is entitled to vote if the Member Club's membership rights are not suspended for any reason.
- 5.9. Each Member Club shall be entitled to nominate one person as its representative at Annual and Special General Meetings who must be an office holder of the Member Club or such other person authorised in writing by the Member Club and approved by the Chief Executive Officer.
- 5.10. A Member Club must notify the Chief Executive Officer of its Club Director, Office Bearers and Registration Secretary. This notification shall be in the form of Schedule 3

and 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 Chief Executive Officer.

5.11. A Member Club must be represented by one person at all Annual and Special General Meetings.

5.12. Each Member 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.

### **Life Members**

5.14. The Board in each Financial Year may appoint for life membership of the League up to two persons who have rendered outstanding service to the League in accordance with the Life Membership Guidelines.

5.15. All Life Members shall be entitled to:

5.15.1. A suitably inscribed medallion;

5.15.2. Such other benefits as the Board may determine.

## **6. REGISTER OF MEMBERS**

6.1. The Chief Executive Officer 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 Chief Executive Officer.

6.2. Each Member Club shall within fourteen days of a change of its board or Club Director taking place notify the Chief Executive Officer 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 an Applicant Club for membership;

7.1.2. The annual subscription fee payable by a Member Club.

## **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 reasonably suspects that a Member, Registered Player or Official has:

8.1.1. refused or neglected to comply with these Rules;

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

8.1.3. 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:

8.1.4. fine that Member, Registered Player or Official; and/or

8.1.5. 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; and/or

8.1.6. call a Show Cause Board Meeting to allow an Aggrieved Person to show cause why they should not be expelled from the League; and/or

8.1.7. deduct match points from that Member Club; and/or

8.1.8. disqualify that Member Club, Registered Player or Official from one or more home-and-away and/or finals matches and award the match/es to the opposing team.

8.2. A Show Cause Board Meeting must be held not earlier than 14 days, and not later than 28 days, after notice has been given to the Aggrieved Person in accordance with sub-rule 8.3.

8.3. The Chief Executive Officer must, as soon as practicable, cause to be given to the Aggrieved Person a written notice specifying:

8.3.1. the Show Cause Resolution and the grounds on which it is based; and

8.3.2. the right of the Aggrieved Person or their representative (such representative must not have any legal qualifications) to address the Board at a Show Cause Board Meeting to be held not earlier than 14 days and not later than 28 days after the notice has been given to the Aggrieved Person; and

8.3.3. the date, place and time of the Show Cause Board Meeting; and

8.3.4. that the Aggrieved Person may -

8.3.4.1. attend the Show Cause Board Meeting with or without a representative;

8.3.4.2. give to the Board before the date of the Show Cause Board Meeting a written statement showing cause why they should not be expelled.

8.3.5. that, if the Board at the Show Cause Board Meeting resolves to expel the Aggrieved Person from the League, the Aggrieved Person may not later than 48 hours after that Show Cause Board Meeting give the Chief Executive Officer a notice to the effect that they wish to appeal to the League in Special General Meeting against the resolution.

8.4. At a Show Cause Board Meeting the Board must-

- 8.4.1. give the Aggrieved Person or their representative, an opportunity to be heard; and
  - 8.4.2. give due consideration to any written statement submitted by the Aggrieved Person; and
  - 8.4.3. determine by resolution whether to expel the Aggrieved Person.
- 8.5. If the Board at the Show Cause Board Meeting resolves to make an Expulsion Resolution to expel the Aggrieved Person from the League the Aggrieved Person may, not later than 48 hours after the Show Cause Board Meeting, give the Chief Executive Officer a notice of appeal to the League in Special General Meeting against the Expulsion Resolution.
- 8.6. An Expulsion Resolution takes effect 48 hours after the Show Cause Board Meeting unless the Aggrieved Person gives a notice of appeal in accordance with Rule 8.5.
- 8.7. If the Chief Executive Officer receives a notice of appeal in accordance with Rule 8.5, they 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 Chief Executive Officer received the notice of appeal.
- 8.8. At a Special General Meeting convened under Rule 8.7:
  - 8.8.1. No business other than the question of the appeal may be considered;
  - 8.8.2. The resolution to be put to the Special General Meeting shall be: “That the Expulsion Resolution be revoked.”;
  - 8.8.3. The Board may place before the meeting details of the grounds for the Show Cause Board Meeting and the reasons for the passing of the Expulsion Resolution;
  - 8.8.4. The Aggrieved Person or their representative, must be given an opportunity to be heard;
  - 8.8.5. The nominated representative of each Member Club present and entitled to vote under these Rules must vote by secret ballot on the question of whether the Expulsion Resolution should be revoked; and
  - 8.8.6. The resolution (that the Expulsion Resolution be revoked) shall be approved if two thirds or more of the Member Clubs present and entitled to vote under the Rules, vote in favour of the resolution.
- 8.9. The nominated representative of a Member Club in accordance with Rule 5.9 is entitled to one vote at a Special General Meeting convened under Rule 8.7 and must vote in person. Proxy votes shall not be allowed.

## 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, Registered Player or Official and another Member;

- 9.1.2. a Member and the League, other than a dispute in relation to grading in accordance with the By-Laws; or
  - 9.1.3. a Member Club and a Registered Player or Official of that Member Club, where the Member Club has referred the dispute to the League.
- 9.2. A Member must not initiate a grievance procedure in relation to a matter that:
- 9.2.1. is or has been the subject of a Show Cause Board Meeting or a Special General Meeting in accordance with Rule 8;
  - 9.2.2. is the subject of any other disciplinary conduct procedure in accordance with Rule 8.1 until that disciplinary procedure has been completed; or
  - 9.2.3. is or has been the subject of a Conduct Investigation Tribunal hearing, an Independent Tribunal hearing or an Appeals Board hearing in accordance with Rules 23, 25 or 26 respectively.

### **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, Registered Player or Official and another Member—a person appointed by the Board;
    - 9.5.2.2. if the Dispute is between a Member Club and a Registered Player or Official of that Member Club – a person appointed by the Board; or
    - 9.5.2.3. 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, either party may refer the unresolved Dispute to the Conduct Investigation Tribunal for determination in accordance with the procedure set out in the Rules.

## **10. THE BOARD**

10.1. The affairs of the League shall be managed by the Board, which shall comprise:

10.1.1. A President (appointed from the Board by the Board);

10.1.2. A Vice President (appointed from the Board by the Board); and\

10.1.3. Six Board Members;

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, 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 a Member Club, Official or Registered Player in such manner as is provided for in these Rules or the By-laws;

10.2.4. shall exercise its powers as it deems appropriate in relation to:

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 Annual and Special General Meetings or other League Meetings;

10.2.6. may make, amend, substitute or cancel such By-Laws as the Board considers necessary for the League to implement from time to time;

10.2.7. 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.

### **General Duties**

10.2.8. as soon as practicable after being elected or appointed to the Board, each Board Member must become familiar with these Rules and the Act;

10.2.9. the Board is collectively responsible for ensuring that the League complies with the Act and that individual Board Members comply with these Rules;

10.2.10. Board Members must exercise their powers and discharge their duties with reasonable care and diligence;

10.2.11. Board Members must exercise their powers and discharge their duties—

10.2.11.1. in good faith in the best interests of the League; and

10.2.11.2. for a proper purpose.

10.2.12. Board Members and former Board Members must not make improper use of—

10.2.12.1. their position; or

10.2.12.2. 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;

10.2.13. in addition to any duties imposed by these Rules, the Board 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. sub-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 sub-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 sub-committee, tribunal or board must comply with the direction without delay and must not proceed further with the matter itself.
- 10.5. Upon directing that the matter be referred to it, the Board shall be entitled to exercise the power of the relevant sub-committee, tribunal or board and shall adopt the procedures set out in these Rules or the By-Laws applicable to that sub-committee, tribunal or board.
- 10.6. Upon the Board making a decision in respect of a matter referred to it for determination from a sub-committee, the Independent Tribunal or the Conduct Investigation Tribunal, a Member has the same rights of appeal as if the decision had been made by the sub-committee, Independent Tribunal or Conduct Investigation Tribunal.
- 10.7. Subject only to Rule 10.6, any decision made by the Board in respect of a matter referred 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 Member 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 Chief Executive Officer 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 they hold a decision-making position in any Member Club.

## **12. BOARD MEMBER ROTATION AND VACANCY**

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

- 12.1.1. submits their resignation in writing to the Chief Executive Officer;
- 12.1.2. dies or becomes physically or mentally incapacitated to an extent which interferes with the performance of their duties as a 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.

12.3. At the Annual General Meeting in 2022 and at each subsequent Annual General Meeting;

- 12.3.1. Two Board Members must retire from office;
- 12.3.2. The two Board Members to retire must be the two Board Members who have been longest in office as a Board Member. As between persons who have served as Board Members for the same period, the person to retire must be determined by lot, unless they otherwise agree among themselves;
- 12.3.3. A retiring Board Member may nominate for re-election.

12.4. A retiring Board Member holds office until the end of the meeting at which that Board Member retires.

## **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 they think 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 their 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 given to each member of the Board by delivering it to them at their usual or last known place of abode or place of employment at a reasonable time before the meeting or by sending it by email addressed to them at their usual or last known email address at least one business day 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 provided their numbers are sufficient to maintain a quorum at Board meetings.
- 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 Chief Executive Officer and shall be tabled and copies forwarded to all Board Members.

#### **14. PRESIDENTS AND/OR CLUB DIRECTORS MEETINGS**

- 14.1. The President of the Board and/or the Chief Executive Officer must convene at least 3 meetings per year of the Presidents and/or Club Directors of each Member Club on dates of their choosing.
- 14.2. The President and/or the Club Director of a Member Club may attend a meeting of Presidents and Club Directors of Member Clubs in accordance with Rule 14.1 but, if any vote is required, each Member Club shall have one (1) vote only.
- 14.3. A Club Director must be competent and authorised to act on behalf of the Member Club.
- 14.4. Subject to Rule 6.2, a Club Director shall retain office until the next Annual General Meeting.
- 14.5. The ordinary business of a meeting of the Presidents and/or Club Directors shall be determined by the President of the Board and/or Chief Executive Officer and must include:-
- 14.5.1. confirmation of the minutes of the last proceeding meeting of the Presidents and Club Directors.
  - 14.5.2. receiving from the Board or the Chief Executive Officer reports on the current financial status of the League.

- 14.5.3. discussion of items on the agenda for the meeting distributed by the Chief Executive Officer which may include items requested by a President and/or Club Director and approved by the Chief Executive Officer before the meeting.
- 14.6. Minutes of each meeting of the Presidents and/or Club Directors shall be prepared and sent promptly to all Member Clubs.
15. [deleted November 2021]
16. [deleted November 2021]
- 17. ANNUAL GENERAL MEETING**
- 17.1. The Annual General Meeting of the League shall be held no later than 20 December 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 Special General 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;
- 17.6.1. such election shall be dealt with at the next Special General Meeting; and
  - 17.6.2. If that election may effect the composition of the Board, the previous Members of the Board shall be entitled to continue to act.
- 18. SPECIAL GENERAL MEETINGS**
- 18.1. The Chief Executive Officer shall convene a Special General Meeting 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 Chief Executive Officer of a written request of at least 10 Member Clubs to convene a Special General Meeting of the League;

- 18.1.3. in accordance with Rule 8.7; or
  - 18.1.4. in accordance with Rule 19.3.
- 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 Member Clubs requesting the meeting; and
  - 18.2.3. be delivered to the offices of the League.
- 18.3. If the Chief Executive Officer 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 Chief Executive Officer, 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 Chief Executive Officer 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 Chief Executive Officer 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 Chief Executive Officer 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 Chief Executive Officer of that business in writing, and the Chief Executive Officer 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 Chief Executive Officer 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 an Annual or 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. Fifty per cent (50%) 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. Fifty per cent (50%) 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. The President of the League shall preside as Chairperson at each Annual or Special General Meeting of the League.
- 20.5. If the President is absent from any Annual or Special General Meeting, the Vice President shall preside as Chairperson of the meeting. If both the President and the Vice President are absent from an Annual or Special General Meeting, the Chief Executive Officer shall preside as Chairperson of the meeting.
- 20.6. 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 Chairperson.
- 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 General 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 General Meeting a poll or ballot on any question is demanded by a Member, 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 a Member Club must give notice in writing to the Chief Executive Officer that a substitute for a Club Director has been appointed for a particular meeting

of the League. Any such substitute person attending without notice may be accepted with the consent of the Chief Executive Officer.

20.13. In the case of an equality of voting on a question or motion at an Annual or Special General 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 Member Club that appointed the Club Director has not paid all debts in excess of \$5,000 (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. CHIEF EXECUTIVE OFFICER**

21.1. The Board may appoint a Chief Executive Officer for such term and on such conditions as it thinks fit.

21.2. The Chief Executive Officer may not be a Board Member or an Official of a Member Club.

21.3. The Chief Executive Officer shall be entitled to attend and debate at all meetings of the Board and any General Meeting but shall not be entitled to vote.

21.4. Subject to the Act, these Rules and any directions given by the Board, the Chief Executive Officer has power to perform all such things as appear necessary or desirable for the proper management and administration of the League in the attainment of its purposes.

21.5. The Chief Executive Officer shall be, during the currency of their appointment, the Secretary and Public Officer of the League.

21.6. The Chief Executive Officer 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.

21.7. The Chief Executive Officer shall nominate from the Judicial Panel, Chairpersons to preside at hearings before the Conduct Investigation Tribunal, Independent Tribunal and Appeals Board.

21.8. The Board may appoint such other management staff as it deems necessary for such term, at such remuneration and upon such conditions as it thinks fit.

21.9. Management staff appointed pursuant to Rule 21.8 shall follow the directions of and report to the Chief Executive Officer.

21.10. The Chief Executive Officer may delegate any of their powers and/or duties to a Member of the Management staff.

21.11. Where these Rules provide that the Chief Executive Officer has a discretion in relation to a matter the decision of the Chief Executive Officer in relation to that matter is not subject to review.

## 22. NOTICES

- 22.1. Any notice required to be given to or served upon the League or Board shall be addressed to the Chief Executive Officer 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 Chief Executive Officer; or
  - 22.1.2. at the time of sending of any email.
- 22.2. Any notice by the League or Board to any Member, Registered Player or Official of a Member Club may be served:
- 22.2.1. personally;
  - 22.2.2. by email.
- and shall be deemed to have been duly served if addressed to the Secretary of the Member Club
- 22.2.3. in the case of personal service, the date it was received; and
  - 22.2.4. 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 may be given to or served on them by 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 Chief Executive Officer shall appoint a Conduct Investigation Tribunal;
- 23.1.1. To hear and determine any Complaint made by a Member Club, concerning the result of a match or any act, matter or thing involving any Registered Player, Member 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 Club and a Registered Player or Official of that Member Club where the Member Club has referred the Complaint to the League for resolution;
  - 23.1.4. To hear and determine any Report other than a Report which has been referred to the Independent Tribunal;
  - 23.1.5. To hear and determine any matter referred to it by the Board or the Chief Executive Officer.
  - 23.1.6. To conduct its hearing in the manner set out in the By-Laws.
- 23.2. The Conduct Investigation Tribunal shall comprise an Independent Chairperson who shall be appointed from time to time by the Chief Executive Officer 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;
  - 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,
  - 23.3.3. suspend the Respondent from participating in any match or event organized by the League for a specified period;
  - 23.3.4. determine the result of a disputed match; and/or
  - 23.3.5. recommend to the Chief Executive Officer that match points awarded to a Member Club in a relevant match be deducted;
- 23.4. The decision of the Conduct Investigation Tribunal shall be binding on any Registered Player, Member Club or Official.
- 23.5. The Conduct Investigation Tribunal shall notify the relevant Registered Player, Member Club or Official 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. **COMPLAINTS, REPORTS and INVESTIGATION**

- 24.1. A Complaint must be in writing and lodged with the Chief Executive Officer 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 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 Chief Executive Officer.

### **Bond**

- 24.1.2. In the case of a Member Club, Registered Player or Official, the Complainant must lodge a bond of \$500.00 with the office of the Chief Executive Officer 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 Chief Executive Officer in their unfettered discretion may retain whole or part of the bond.
- 24.2. The Complainant may request the Chief Executive Officer to deal with the Complaint in a certain manner and the Chief Executive Officer in their unfettered discretion may give due accord to the request.

- 24.3. If the Chief Executive Officer believes that the Complaint is frivolous, vexatious and/or made in bad faith, they may seek the approval of the Board or its delegated nominee to dismiss the Complaint.
- 24.4. If the Board or its delegated nominee approve the dismissal of the Complaint, the Chief Executive Officer must notify the Complainant within 2 business days that the Board believes that the Complaint is frivolous, vexatious and/or made in bad faith and that the Complaint will not be referred to any Tribunal.
- 24.5. If the Board or its delegated nominee does not approve the dismissal of the Complaint, they must instruct the Chief Executive Officer to investigate the Complaint in accordance with Rule 24.7 and/or refer the Complaint in accordance with Rule 24.10.
- 24.6. The Board is not required to provide reasons for its decision and any such decision is not subject to further review.
- 24.7. The Chief Executive Officer in their unfettered discretion may do all things necessary to investigate the circumstances giving rise to a Complaint or Report and may refer a Complaint or Report to the Investigation Officer with instructions to compile a report of the Investigation, including transcripts of all interviews, and submit the report to the Chief Executive Officer within seven (7) business days.
- 24.8. For the purposes of conducting an investigation under Rule 24.7, upon request from the Chief Executive Officer or the Investigation Officer, any person shall:
  - 24.8.1. Fully cooperate with the Chief Executive Officer or Investigation Officer;
  - 24.8.2. Truly answer any question asked by the Chief Executive Officer or Investigation Officer;
  - 24.8.3. Provide any document in that person's possession, power or control relevant to the Investigation whether requested to do so or not by the Chief Executive Officer and/or Investigation Officer.
- 24.9. A person who fails to observe and comply with Rule 24.8 or who provides any information or has acted in a manner in any respect which 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 Chief Executive Officer in their unfettered discretion.
- 24.10. The Chief Executive Officer (or his Delegate) in their unfettered discretion may refer the Complaint or Report to:
  - 24.10.1. The Conduct Investigation Tribunal to be dealt with under Rule 23;
  - 24.10.2. The Independent Tribunal to be dealt with under Rule 25;
  - 24.10.3. Mediation to be dealt with under Rule 9;
- 24.11. If more than one Complaint or Report is referred to the Chief Executive Officer on substantially the same matter the Chief Executive Officer in their unfettered discretion may treat each subsequent Complaint or Report in the same manner as the initial Complaint or Report and shall inform the body to which the matters were referred of the new Complaint.

24.12. Subject to the unfettered discretion of the Chief Executive Officer in accordance with Rule 24.10, the Chief Executive Officer shall take all reasonable steps to bring the Complaint or Report to the attention of the Member, Registered Player and/or Official the subject of the Complaint or Report within 24 hours of receipt of the Complaint or Report

24.13. Subject to the unfettered discretion of the Chief Executive Officer in accordance with Rule 24.10, no later than 10 working days after receipt by the Chief Executive Officer of the Complaint or Report the Chief Executive Officer 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 Chief Executive Officer. The Chief Executive Officer 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 Chief Executive Officer shall appoint an Independent Tribunal:

25.1.1. to hear and determine any Report;

25.1.2. to hear and determine any other matter referred to it by the Board or Chief Executive Officer ;

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 Chief Executive Officer has the unfettered discretion to refer the hearing and determination of a Report to the Conduct Investigation Tribunal if in the opinion of the Chief Executive Officer it would be appropriate to do so.

25.3. The Independent Tribunal shall comprise an independent Chairperson who shall be appointed from time to time by the Chief Executive Officer and two members from the Judicial Panel.

25.4. The Independent Tribunal may deal with any report or matter referred to it as it thinks fit and it may impose whatever penalty it deems appropriate upon any Registered Player or Official directly or indirectly involved in the subject matter of the report or referral from the Board or Chief Executive Officer and the League shall give effect to all penalties imposed by the Independent Tribunal.

25.5. The decision of the Independent Tribunal shall be binding on a Registered Player and/or Official.

25.6. The Independent Tribunal shall notify the relevant Registered Player and/or Official of the decision and penalties of each hearing.

25.7. The Independent 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 Chief Executive Officer shall appoint an Appeals Board:

- 26.1.1. to hear and determine any appeal by the League or a Member Club from any decision of:
  - 26.1.1.1. the Independent Tribunal; or
  - 26.1.1.2. the Conduct Investigation Tribunal.
- 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 Chief Executive Officer any security.
- 26.3. Until the Appeals Board has heard the appeal, any decision of the Independent Tribunal or the Conduct Investigation Tribunal shall apply and be performed and discharged.
- 26.4. A Member Club may appeal a decision of the Independent Tribunal or the Conduct Investigation Tribunal by lodging with the Chief Executive Officer by 5:00pm on the third business day of the relevant decision, with the first day being counted as the day of the decision being communicated, a notice of appeal and an amount of \$500, by way of security to be dealt with as the Appeals Board directs.
- 26.5. The notice of appeal lodged with the Chief Executive Officer must be in writing and:
  - 26.5.1. identify the decision which is the subject of the appeal;
  - 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 Chief Executive Officer shall be referred without delay to the Chairperson of the Appeals Board (or their delegate) and all other relevant parties to the appeal of the appeal.
- 26.7. The Chairperson of the Appeals Board shall notify the Chief Executive Officer and the parties to the appeal of the proposed time, date and place of the hearing of the appeal, within 6 days of receiving the notice of appeal, with the day on which the notice of appeal was so received being counted as day one.
- 26.8. 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 upon whom it considers appropriate to impose a penalty.
- 26.9. The decision of the Appeals Board shall be final and binding.
- 26.10. The Appeals Board shall notify the parties to the appeal of its decision at the conclusion of the Appeal.
- 26.11. 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.

- 26.12. The Appeals Board must sit with a quorum of not less than 2 Members.
- 26.13. The Appeals Board 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.

## 27. **BY-LAWS**

- 27.1. The Board shall give notice to all Member Clubs and Board Members 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 Chief Executive Officer has received a written request from more than 10 of the Member Clubs, requiring the Board to have the change to the By-Laws considered by a Special General Meeting or Annual General Meeting.
- 27.3. Where the Chief Executive Officer 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, 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 approved by a Special General Meeting or Annual General Meeting in accordance with Rule 27.4, any proposed change to the By-Laws only becomes effective after the Special General Meeting or Annual General Meeting.
- 27.6. The Board may consider any recommendations from the Member Clubs to amend the By-Laws.

## 28. **SEAL**

- 28.1. The Common Seal of the League shall be kept in the custody of the Chief Executive Officer 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 Chief Executive Officer.

## 29. **CUSTODY AND INSPECTION OF BOOKS AND RECORDS**

- 29.1. Subject to Rule 29.2 Member Clubs may on request inspect free of charge the Books and Records of the League.

- 29.2. The Board may refuse to permit a Member Club to inspect the Books and Records of the League which 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 Applicant Clubs free of charge.
- 29.4. Subject to Rule 29.2, 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.

## 30. FUNDS

- 30.1. The funds of the League may be derived from joining fees, annual subscriptions (including the registration fees payable in respect of each Registered Player), 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. The Board may approve expenditure on behalf of the League.
- 30.4. The Board may authorise the Chief Executive Officer 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 two persons authorised by the Board.
- 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 Chief Executive Officer 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 Chief Executive Officer 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 League satisfies its obligations under the Act relating to the financial statements of the League including:
  - 30.11.1. the preparation of the financial statements;
  - 30.11.2. if required, the review or auditing of the financial statements;
  - 30.11.3. the certification of the financial statements by the Board;
  - 30.11.4. the submission of the financial statements to the Annual General Meeting of the League;
  - 30.11.5. 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 Chief Executive Officer.

33. [deleted November 2021]

## **34. WITHDRAWAL OF AFFILIATION**

- 34.1. A Member Club 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 Chief Executive Officer. Such notification shall be signed by the Office Bearers of the Member Club 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 Member Club 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 Chief Executive Officer shall advise the Club in writing, of the reasons for its refusal within 7 days of that refusal.

34.4. A Member Club 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 League at an Annual General Meeting or a Special General Meeting.

### **36. AUDITOR**

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

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.

### **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 Chief Executive Officer 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.

### **38. USE OF TECHNOLOGY**

38.1. Subject to the Chief Executive Officer being able to arrange suitable technology, a Member not physically present at a General Meeting may be permitted to participate in the General Meeting by the use of technology that allows that Member and the Members present at the General Meeting to clearly and simultaneously communicate with each other.

38.2. For the purposes of this Rule, a Member participating in a General Meeting as permitted under Rule 38.1 is taken to be present at the General Meeting and, if the Member votes at the General Meeting, is taken to have voted in person.





## **YARRA JUNIOR FOOTBALL LEAGUE INCORPORATED**

### **SCHEDULE 1**

#### **MEMBER CLUBS (RULE 5.3)**

Aquinas Junior Football Club Inc.  
Ashburton United Junior Football Club Inc.  
Balwyn-Greythorn 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.  
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.  
Northcote 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 and Netball Club Inc.



**YARRA JUNIOR FOOTBALL LEAGUE INCORPORATED**

**SCHEDULE 2**

**APPLICATION FOR MEMBERSHIP  
(RULE 5.6.8)**

TO: CHIEF EXECUTIVE OFFICER  
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**

**NOMINATION OF CLUB DIRECTOR AND OFFICE BEARERS  
CONTACT INFORMATION  
(RULE 5.10)**

TO: Chief Executive Officer  
Yarra JFL  
PO Box 434  
BULLEEN PLAZA 3105  
e-mail: admin@yarrajfl.org.au

..... [Name of Member Club]  
provides the following contact details:

**PRESIDENT**

Name: .....

Email: .....

Mobile: .....

**SECRETARY**

Name: .....

Email: .....

Mobile: .....

Postal address (if different from Club PO Box):

.....

**CLUB DIRECTOR**

Name: .....

Email: .....

Mobile: .....

**TREASURER**

Name: .....

Email: .....

Mobile: .....

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

.....

**REGISTRATION SECRETARY**

Name: .....

Email: .....

Mobile: .....

**CLUB DETAILS**

.....

**POST OFFICE BOX ADDRESS**

.....

**E-MAIL ADDRESS**

.....

**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

DATED: ...../...../ 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 Annual General Meeting/Special General Meeting\* to  
be held on the ..... day of ....., 20..... and at any  
adjournment of that meeting.

(\* Strike out whichever is not applicable)

The proxy is authorized to vote in favour of/\*\*against (\*\*delete as appropriate) the  
resolution/s as follows:

- |              |                        |
|--------------|------------------------|
| Resolution 1 | in favour of/**against |
| Resolution 2 | in favour of/**against |
| Resolution 3 | in favour of/**against |
| Resolution 4 | in favour of/**against |
| Resolution 5 | in favour of/**against |

(\*\*If there are more than 5 Resolutions please attach another sheet listing the  
Resolution numbers and the authorized vote description)

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

..... Public Officer

..... Committee Member

..... Committee Member

# **YARRA JUNIOR FOOTBALL LEAGUE INCORPORATED**



## **BY LAWS**

## **2022**

## YARRA JUNIOR FOOTBALL LEAGUE INCORPORATED

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## YARRA JUNIOR FOOTBALL LEAGUE INCORPORATED

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**BY-LAWS**  
**of the**  
**YARRA JUNIOR FOOTBALL LEAGUE INCORPORATED**

**STATUS**

These By-Laws are made by the Board under the powers conferred on it by the Rules.

**DEFINITIONS AND INTERPRETATION**

1. Words and phrases defined in the Rules have the same meanings in these By-Laws, which are to be read in conjunction with the Rules.
2. In these By-Laws, unless the contrary intention appears:
  - “CIT” means the Conduct Investigation Tribunal.
  - “LoAF” means the Laws of Australian Football as published by the AFL.
  - “Tribunal” means the Independent Tribunal.
3. In these Rules, unless the contrary intention appears, the interpretation of words and phrases will be in accordance with the provisions for interpretation specified in Rule 4.2.

## **1. RULES OF THE GAME**

- 1.1** All football matches under the control of the League will be played in accordance with these By-Laws and the LoAF. In the event of an inconsistency between the LoAF and these By-Laws, these By-Laws shall prevail to the extent of the inconsistency.
- 1.2** The By-Laws and the LoAF are binding upon all Registered Players, supporters and parents of Registered Players, Member Clubs and Officials.

## **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 Chief Executive Officer.
- 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 Competition Management Platform prior to the commencement of the match.
- 2.4.2** Should a player arrive late they may take the field at any time provided the following procedure is adhered to:
  - (a)** The Team Manager and/or player shall inform the Opposition Team Manager of the player's arrival when such player is ready to take the field.
  - (b)** Before the player takes the field, the player must have been selected to play on the Competition Management Platform team sheet.

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

- 2.4.3** 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**

The League may at its discretion remove or alter points and or percentages if a properly convened Conduct Investigation Tribunal 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

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 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 Home and Away games**

Under 11 Mixed - Under 13 Mixed: 15 Minutes  
Under 14 Mixed, Under 15 Boys, Under 16 Boys, Colts: 20 Minutes  
Under 11 Girls - Under 14 Girls: 15 Minutes  
Under 15 Girls - Youth Girls: 20 Minutes  
Under 8's, 9's, 10's Mixed & Girls: Refer to 10.1 to 10.4

Instructions to Timekeepers relating to adding time and sounding siren to end play are shown at By-Law 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 Chief Executive Officer 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 – Under 9 and Under 10

### **3.9 Incident Reporting**

Where an incident requiring an emergency service such as an ambulance occurs at a venue on match day, and a league appointed medic is not in attendance, a report on the incident must be completed and sent to the League in writing.

### **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.

### 3.11 Starting Positions

At each centre bounce in a match, the following starting positions shall be observed by each team (backs. mids. forwards):

18 players	6.6.6
17 players	6.5.6
16 players	5.6.5
15 players	5.5.5
14 players	4.6.4
13 players	4.5.4
12 players	4.4.4
11 players	4.3.4

## 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, they should discuss this with their team manager who can then consult with the umpire(s) and/or ground manager.



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 Competition Management Platform 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 Chief Executive Officer 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 may be considered void in the unfettered discretion of the Chief Executive Officer.

**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. The Assistant Coach is allowed to be within the designated Coaches 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 Foundation 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 Foundation Level accreditation or higher.

**5.2.3** All Coaches and Assistant Coaches must be registered with Coach AFL at a minimum Foundation Course prior to coaching. Coaches and assistant coaches are required to associate their Coach AFL account with the club and age group they are coaching and enter their WWCC into Everproof.

Coaches and Assistant Coaches are required to maintain their currency within Coach AFL system by registering and meeting the requirements annually.

**5.2.4** 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.

**5.2.5** Coaches and Assistant Coaches must wear approved identification as supplied by the League. This apparel must be the outer most garment worn.

## **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.
- 5.4.5** Each venue shall have an attending qualified medic organised by the League. The Trainer shall remain the first level of care for injured players. The attending medic will offer additional support and guidance, such as first aid treatment and/or monitoring symptoms, as required.

## **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** 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.
- 6.1.3** In accordance with the Youth Boys Player Retention Policy contained in Schedule Z, permission will be granted for players that are born between 1 January – 30 June of the year they turn 18 (and so are otherwise ineligible for the U17.5 competition) to play if they:
- Played in the YJFL in the prior year; or
  - Have not played any competitive football in the prior year; and
  - Do not believe they are ready for a full senior football season for their mental & emotional wellbeing, or for reasons as defined in the National Age Dispensation Policy.
- 6.1.4** Application must be made to the YJFL in writing on the form contained in Schedule AA by the YJFL Club, for each player.
- 6.1.5** A male Player must not play in an age group game involving other players who are more than two [2] years above the player's actual age as at 1 January of the current year. ie. an Under 10 may not play in an Under 13 Match. The coach of the player's team is responsible for assessing whether the "under-age" player has the physical and mental maturity to safely play in the older age group. In undertaking this assessment, the coach must take into consideration the Coaches Code of Conduct requirements to consider maturity levels and to stress safety always.
- 6.1.6** A female Player must not play in an age group game involving other players who are more than three [3] years above the player's actual age as at 1 January of the current year. ie. an Under 10 may not play in an Under 14 Match. The coach of the player's team is responsible for assessing whether the "under-age" player has the physical and mental maturity to safely play in the older age group. In undertaking this assessment, the coach must take into consideration the Coaches Code of Conduct requirements to consider maturity levels and to stress safety always.
- 6.1.7** Before a coach can allow a female player to play in an age group game involving other players who are more than 2 years above the players actual age as at 1 January of the current year, the coach must obtain a signed consent from a parent or guardian of such player. The consent form to be signed by the parent or guardian of such player is Schedule Y to the By-Laws.

## **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, players must, at a minimum, turn 7 years old in the year in which they commence playing.
- 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** 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** 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.

**6.3.2** 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 divisions are included in a grade, no more than four (4) Players may be rotated from a higher division to a lower division 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 group 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 age group to take the field. Such application should include at least six players names. Where a team has one or more Byes in a season, the number of games required will be reduced on a pro rata basis.

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

**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 Division team in the Lower Division team when that team is short of playing numbers, not to win games in the lower Division.**

**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.

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

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 weekend.

**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. Exemptions to this requirement may be granted upon application to the League.

**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 do 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** Boys and Girls who play in AFL Under 19 Pathway competition may play in the YJFL finals provided they have qualified by playing the required number of games under By Law 6.5.1.

## **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 Chief Executive Officer 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 or white shorts. Where an away team does not wear an alternative jumper or white shorts 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 or white shorts.
- 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 if there is a jumper colour clash with the home team jumper, wear either the team's alternative jumper or wear white shorts. Please refer to Schedule T for details of jumper colour clashes.
- 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 (Under 11 onwards) 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, mouth guards and shin guards.

## **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.

## **7.8 Jewellery**

Jewellery and/or body piercings of any nature whatsoever are banned from being worn in any League game. Any such jewellery or body piercing must be removed completely. Taping over any such jewellery or body piercing is not permitted.

## **7.9 Metal Stops**

Metal or metal-tipped stops are banned from being worn in any League game.

# **8. COMPOSITION OF TEAMS**

## **8.1 Maximum Number of Players**

**8.1.1** The total number of players allowed in Home and Away matches in boys and mixed competitions 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 / Timekeepers. 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 Chief Executive Officer the Club calling the head count could be fined.

**8.1.3** 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 By-Law 2.4.2 or, if appropriate, 8.5.6.

**8.1.4 Reduced Numbers per Side Provision**

This provision may be used by:

- a. Teams in the Under 13 age group and above. (Teams in Under 12 and below are to use the Evening Up Rule.) and
- b. The team of a Club which only has a single team in that age group; or
- c. A Club's lowest ranked team in an age group where multiple Club teams in that age group exist;

Should any club be fielding a team in any match with **less than nineteen players** for boys and mixed teams or **less than 17 players** for girls teams, the club may ask for the match to be **reduced to a 16 per side game for boys and mixed teams, or 14 a side game for girls teams.**

In this situation, all players in excess of the 16 (or 14 for girls) that are on the field for both teams, up to the League's maximum of 24 players, will be interchange players.

e.g. Team A has 18 players, Team B has 22 players. Team A requests a 16 per side match. At the commencement of the match, Team A will have 16 players on the field and 2 interchange. Team B will have 16 players on the field and 6 interchange.

For clubs wishing to invoke the Reduced numbers per side provision, the following protocol will be required:

1. By 8:00 pm on the Friday evening prior to the match, the Secretary of the Club wishing to invoke the Reduced numbers per side provision must make contact with the Secretary of the opposing club by phone.
2. The Secretary must then follow the phone call with an email to the Secretary of the opposing club confirming that the game will be played as a Reduced numbers per side match. The League must be copied into this email.

In the event that a team only has 14 or 15 players available for a match, normal even-up rules will apply."

## **8.2 Minimum Number of Players**

**8.2.1** The minimum number of players per team in all boys and mixed competitions shall be 13, 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 Boys - Colts Divisions, matches shall commence with no fewer than Thirteen (13) Players. Any side that fields fewer than Thirteen (13) 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 12, when one team has insufficient numbers, (ie 13 for boys and mixed teams and 11 for girls' teams), 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 Under 12, 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 13 players for boys and mixed teams and 11 players for girl's teams 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 13 mixed/girls and above 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 By-Laws 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 area. 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 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 Requirements to even up 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.

- 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 in accordance with By-Law 2.4.2.
- 8.5.9** The Opposition Team Manager 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** At all times and in all matches, League appointed 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.

- 9.1.2** In all matches including Finals, if the League appointed 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 By-Law 9.3.
- 9.1.3** 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.
- 9.1.4** 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 Timekeepers 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 Chief Executive Officer 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 Chief Executive Officer 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 Timekeepers 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 Timekeepers 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.

- 9.3.11** Any League 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 League scheduled matches is strictly prohibited and can result in loss of premiership points, fines and disqualifications of individuals, teams or clubs from the League.

## **9.7 Suspended Players and Officials**

**9.7.1** Where a player or official is suspended by the 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 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 MIXED, UNDER 9 MIXED and UNDER 9 GIRLS, UNDER 10 MIXED AND UNDER 10 GIRLS COMPETITIONS**

## **10.1 Under 8 Competition**

The Under 8 competition is to be the Introductory phase of the League competition. Players must, at a minimum, turn 7 years old in the year in which 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 white shirt, or supplementary club umpire 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 2 players in the centre zone.

### **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 9 Girls Competition**

The Under 9 mixed and Under 9 girls competitions are an introductory competition for the League. Players must, at a minimum, turn 7 years old in the year in which 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 white shirt, or supplementary club umpire 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 2 players in the centre zone.

### **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 Mixed 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.

### **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.

## **10.4 Under 10 Girls Competition**

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

### **10.4.1 Player numbers**

Sixteen 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.

### **10.4.2 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.

### **10.4.3 Zones**

The ground will be split into 3 zones across the half forward and half back lines. The number of players in each zone should be 5 – 6 – 5. Players will not be required to wear armbands.

### **10.4.4 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.

### **10.4.5 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.

### **10.4.6 Contact**

Modified tackling, as described in the Under 9 Girls Rules, will be enforced in Under 10 Girls (see 10.2.6 - Under 9 Mixed & Under 9 Girls Competition - Contact).

### **10.4.7 Umpiring**

A Club Supplementary Umpire 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.



#### **10.4.8 Bouncing the ball**

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

#### **10.4.9 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.

#### **10.4.10 Kicking off the ground**

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

#### **10.4.11 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

#### **10.4.12 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.

#### **10.4.13 Team Officials**

##### **Coaches**

Up until and including Rd 8, we will allow coaches on the field of play to assist in maintain zones, ensuring girls go to their correct positions and to generally assist the game to be played in a flowing manner (i.e. offer direction to the girls).

NB: Coach is allowed on field to assist players, up to and including Round 8.

##### **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 Girls under the provisions of By Law 5.3 from Round 9 onwards.

### **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:

- (a) Has obtained a Working With Children check (WWC); or
- (b) Has lodged an application for a Working With Children check (WWC); or

- (c) Is a sworn member of Victoria Police (who has not been suspended from duty) or a Teacher registered with the Victorian Institute of Teaching.

**11.2** Each person acting in any capacity listed in By-Law 11.1 is required to enter their WWC check/certificate details into the Competition Management Platform and Everproof.

## **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.

## **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 AND POLICIES**

**14.1** All Member Clubs, Registered Players and Officials are subject to and bound by all Policies, Codes of Conduct and/or Guidelines issued or adopted by the League from time to time. The Codes of Conduct issued by the League are set forth in Schedule D.

**14.2** The League formally adopts as Policies, Codes of Conduct and/or Guidelines of the League the following Policies, Codes of Conduct and Guidelines of AFL Victoria:

14.2.1 Player and/or Official Deregistration Policy;

14.2.2 Vilification and Discrimination Policy;

14.2.3 Member Protection Policy;

14.2.4 National Player Transfer Regulations;

14.2.5 National Coaching Accreditation Policy

14.2.6 Coaches Code of Conduct

14.2.7 National Age Dispensation Policy

14.2.8 Concussion Policy

14.2.9 AFL National Child Protection Policy (as at March 2015)

**14.3** To the extent that any of the Policies, Codes of Conduct or Guidelines adopted by the League in accordance with By-Law 14.2 are inconsistent with other Policies, Codes of Conduct or Guidelines adopted by the League, the other Policies, Codes of Conduct or Guidelines of the League shall prevail to the extent of the inconsistency.

**14.4** When the League is required to consider issues or matters which are the subject of the following Policies, Codes of Conduct and/or Guidelines of AFL Victoria, the League's unfettered discretion may choose to act in accordance with any such Policy, Code of Conduct and/or Guideline:

14.4.1 Anti-Doping Code

14.4.2 Extreme Weather Policy

14.4.3 Gender Regulation Policy

14.4.4 Sports Trainers in Community Australian Football Policy.

## **15. FINES FOR BREACHES**

**15.1** Unless otherwise specified in these By-Laws or by the Chief Executive Officer in his unfettered discretion, any infringement of the By-Laws shall be subject to a penalty of one unit.

**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** Offences for which automatic fines apply are set out in Schedule Q.

**15.4** If an Associate of a Registered Player of a Member Club is found to have engaged in conduct contrary to the Policies, Codes of Conduct and/or Guidelines of the League, that Member Club shall be deemed to be vicariously liable for the conduct of that Associate of a Registered Player and shall pay to the League a fine or bond as determined by the League.

## **16 INDEPENDENT TRIBUNAL**

**16.1** A report by an umpire which relates to the conduct of a Registered Player or Official or a referral by the Board must be delivered to the Chief Executive Officer, who must forthwith deliver the report or referral to the Chairperson of the Tribunal.

**16.2** The Chairperson of the Tribunal shall make arrangements as soon as practicable to convene a hearing by the Tribunal of the report or referral and to 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** A complaint, report or referral in accordance with Rule 23 must be delivered to the Chief Executive Officer, who must forthwith deliver the complaint, report or referral to the Chairperson of the CIT.
- 17.2** The Chairperson of the CIT shall make arrangements as soon as practicable to convene a hearing by the CIT of the complaint, report or referral and to 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.** A Notice of Appeal must be delivered to the Chief Executive Officer, who must forthwith deliver the Notice of Appeal to the Chairperson of the Appeals Board.
- 18.3** The Chairperson of the Appeals Board shall make arrangements as soon as practicable to convene a hearing by the Appeals Board of the Appeal and to 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**

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 8.1.3., or otherwise.

## **21. LIFE MEMBERSHIP GUIDELINES**

The League has prepared Life Membership Guidelines which are contained in Schedule X.

## YARRA JUNIOR FOOTBALL LEAGUE INCORPORATED

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## SCHEDULE A

### YARRA JUNIOR FOOTBALL LEAGUE INCORPORATED

#### 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 16 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.
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

## SCHEDULE A

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.

## SCHEDULE B

**[DELETED November 2021]**

**[This Schedule will be updated following the implementation of the new AFL Victoria Registration Platform]**



## YARRA JUNIOR FOOTBALL LEAGUE INCORPORATED

## MATCH FOOTBALLS – SIZES

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

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

## SCHEDULE D

### YARRA JUNIOR FOOTBALL LEAGUE INCORPORATED

#### 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
9. Avoid ugly remarks based on race or gender

## SCHEDULE D

### **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. Remember, involvement is for their enjoyment, not yours
5. Remember, they learn best by example. Applaud both teams
6. Never ridicule mistakes or losses
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

### **Child Safety**

All YJFL and Club staff and volunteers are responsible for promoting the safety and wellbeing of children and young people by:

1. Adhering to the YJFL Child Safe Policy, this Code of Conduct and other YJFL policies.
2. Taking all reasonable steps to protect children and young people from abuse.
3. Treating everyone with respect, including listening to and valuing their ideas and opinions.
4. Welcoming all parents and children and being inclusive.
5. Respecting cultural, religious and political beliefs and practices of children and their families, and acting in a cultural sensitive way towards them.
6. Respecting the privacy of differences and acting in a culturally sensitive way.
7. Modelling appropriate adult behaviour.
8. Listening to children and responding to them appropriately
9. Reporting and acting on any breaches of this Code of Conduct, complaints or concerns appropriately and treating them seriously and with respect.
10. Complying with the YJFL guidelines on physical contact with children
11. Working with children in an open and transparent way and ensuring that other adults are aware of the work you are doing with children.
12. Respecting the privacy of children and their families, and only disclosing information to people who need to know.

YJFL and Club staff and volunteers **MUST NOT:**

- Seek to use children in any way to meet the needs of adults.

## SCHEDULE D

- Ignore or disregard any concerns, suspicions or disclosures of child abuse.
- Use prejudice, oppressive behaviour or language with children.
- Discriminate on the basis of age, gender, race, culture, vulnerability or sexuality.
- Initiate unnecessary physical contact with children or do things of a personal nature that children can do for themselves, such as toileting or changing clothes.
- Enter a room, toilet or space alone with children or do things of a personal nature that children can do for themselves, such as toileting or changing clothes.
- Develop 'special' relationships with specific children or show favouritism through the provision of gifts or inappropriate attention.
- Exchange personal contact details such as phone number, social networking site or email addresses with children.
- Have unauthorised contact with children and young people online or by phone.

## SCHEDULE E

### YARRA JUNIOR FOOTBALL LEAGUE INCORPORATED

#### INDEPENDENT TRIBUNAL

#### 1. INDEPENDENT TRIBUNAL

- 1.1 The Tribunal is an independent body.
- 1.2 The Chief Executive Officer 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 the League Headquarters, commencing at 7:30 pm. However, the Tribunal may be convened on any date and time at any place as deemed necessary by the Chief Executive Officer.

#### 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

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

## SCHEDULE E

- (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.

## SCHEDULE E

- 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 the League 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 shall be liable to a sanction as determined by the Chief Executive Officer in their unfettered discretion.

### **7. APPEAL**

- 7.1 A Member Club may appeal from any decision of the Tribunal, subject to the provisions contained in Rule 26.

## SCHEDULE F

### YARRA JUNIOR FOOTBALL LEAGUE INCORPORATED

#### CONDUCT INVESTIGATION TRIBUNAL

#### 1. CONDUCT INVESTIGATION TRIBUNAL (CIT)

- 1.1 The CIT is an independent body.
- 1.2 The Chief Executive Officer 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 the League Headquarters, commencing at 7:30 pm. However, the CIT may be convened on any date and time at any place as deemed necessary by the Chief Executive Officer.

#### 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
  - "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



## SCHEDULE F

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.

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.

## SCHEDULE F

- 6.3 Sanctions and Penalties may include:
- (i) Suspending a player from participating in matches conducted by the League or any league or association affiliated with AFL Victoria.
  - (ii) Suspending any person from officiating or participating in any match conducted by the League 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 the League 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 shall be liable to a sanction as determined by the Chief Executive Officer in their unfettered discretion.

## 7. APPEAL

- 7.1 A Member Club may appeal from any decision of the CIT, subject to the provisions contained in Rule 26.

**YARRA JUNIOR FOOTBALL LEAGUE INCORPORATED**

**APPEALS BOARD**

**1. APPEALS BOARD**

- 1.1 The Appeals Board is an independent body.
- 1.2 The Chief Executive Officer 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 Chief Executive Officer.

**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.
- 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.

## SCHEDULE G

- 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.
- 3.9 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.
- 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 liable to a sanction as determined by the Chief Executive Officer in their unfettered discretion.

SCHEDULE H

**YARRA JUNIOR FOOTBALL LEAGUE INCORPORATED**

**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)

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

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

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

## SCHEDULE H

Enclosed with this Notice of Appeal is the sum of \$500.00 as required by Rule 26.4.

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

.....  
Signed

.....  
PRINT Full Name

.....  
Dated

## SCHEDULE I

### YARRA JUNIOR FOOTBALL LEAGUE INCORPORATED

#### GUIDELINES FOR THE CONDUCT OF FINALS

##### Ground Tenant Club (Host Club) Responsibilities:

- To supply a responsible person to act as Ground Manager.
- The name and contact phone number of the nominated Ground Manager(s) are to be provided to the League on the Wednesday prior to the relevant finals.
- Provision of a canteen.
- Provision of clean rooms prior to game and clean up of rooms after games.
- Marking of ground, provision of functional scoreboard and provision of goal post padding.
- Provision of siren of good condition and emergency bell.
- Approved time clock capable of recording "time on".
- Provide a Ground Manager/Match Manager.
- Provide a match ball pump.
- Provide appropriate presentation of premiership flag and player medal following the game (Grand Finals only).

##### Umpires

1. Field umpires will be supplied by the League for all finals matches. Two field Umpires will officiate in Under 14's, 15's, 16's, Youth Girls and Colts Boys 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 a finals game and the commencement of any subsequent game will be 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 5 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.**

## SCHEDULE I

### **Each team participating are to provide:**

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

Under 11, 12 and 13 (Mixed & Girls)	17 mins
Under 14 Girls	17 mins
Under 14 Mixed	23 mins
Under 15 Boys, Under 16 Boys & Colts Boys	23 mins
Under 15 Girls, Under 16 Girls & Youth Girls	23 mins
3. Refreshment to League appointed Boundary and Field Umpires at quarter, half and three quarter time. (First named Club).
4. Official League bibs to be worn by team runners and trainers. These are the only officials allowed into the playing area. Official YJFL coaches bibs must be worn by Coach and Assistant Coach.
5. A football of good condition is to be supplied to the Ground Manager, to be used as spare, suitably identified for return after match.
6. Teams are requested to be in attendance at least 30 minutes prior to the start of their scheduled match.
7. **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.
8. **Escort of umpires** - both teams are to provide umpire escorts in finals matches.

### **There are no drawn games in the final series.**

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 their 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



## SCHEDULE I

additional time has been played, the procedure will be followed again until a result is known (Step 2 & 3).

### **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 Umpire Escort
5. Provide all League appointed boundary and field umpires with a drink at all breaks.
6. Note all other conditions as listed in 'Guidelines for the conduct of Finals'

### **Second Named Club:**

1. If there is a jumper colour clash with the home team jumper, wear either the team's alternative or clash jumper or wear white shorts.
2. Provide one Time Keeper.
3. Provide one spare football in very good condition.
4. Provide Umpire Escort
5. Provide a responsible person to operate the score board.
6. Note all other conditions as listed in 'Guidelines for the conduct of Finals'

### **Length Of Quarters During Finals:**

Under 11, 12 and 13 (Mixed & Girls)	17 mins
Under 14 Girls	17 mins
Under 14 Mixed	23 mins
Under 15 Boys, Under 16 Boys & Colts Boys	23 mins
Under 15 Girls, Under 16 Girls & Youth Girls	23 mins

Length of Breaks Between Quarters are consistent with home and away season.

1/4 Time: 4 minutes    1/2 Time: 12 minutes    3/4 Time: 7 minutes

Please note there is no automatic time-on in finals. **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.

## SCHEDULE I

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.
6. Whenever a stretcher is called on to the ground.

### **How time-on will be indicated, if required:**

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.

**YARRA JUNIOR FOOTBALL LEAGUE INCORPORATED**

**SMOKEFREE POLICY**

**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. 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.

Clubs and their members should also be aware of State Government legislation regarding smoking bans at junior sporting events.

**Facilities**

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

By law, smoking is also banned within 10 metres of any public outdoor sporting venue during an organised match or training session.

All Change Rooms and Toilet Blocks at club grounds must 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.

**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.

**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.

## SCHEDULE K

[DELETED November 2021]

**YARRA JUNIOR FOOTBALL LEAGUE INCORPORATED**

**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 Member 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, 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**

## SCHEDULE L

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 2021 the League will arrange for each Member Club to be included in the insurance policies arranged by the League. The League will publish the names of the insurance policies and the schedules of such insurance from time to time and upon any change of those insurance policies. 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**

The League works closely with AFL Victoria and has adopted a number of their Policies, Codes of Conduct and Guidelines as specified in By-Law 14.2.

### **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 current social issues and legislation.

### **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?
- 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 been adequately filled?



SCHEDULE L

**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 .....
- b. Interchange area.....
- c. Behind goals.....
- d. Other areas for safety.....

**2. CHANGE ROOMS**

- a. Players.....
- b. Umpires.....

**3. TIMEKEEPERS FACILITIES, ETC** .....

**4. SCOREBOARD**

- a. Manned.....
- b. Fixed.....
- c. Portable.....

**5. FIRST AID**

- a. Stretcher.....
- b. Emergency phone nos. Displayed.....
- c. Emergency Plan  
(Emergency Vehicle access to ground).....

**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**



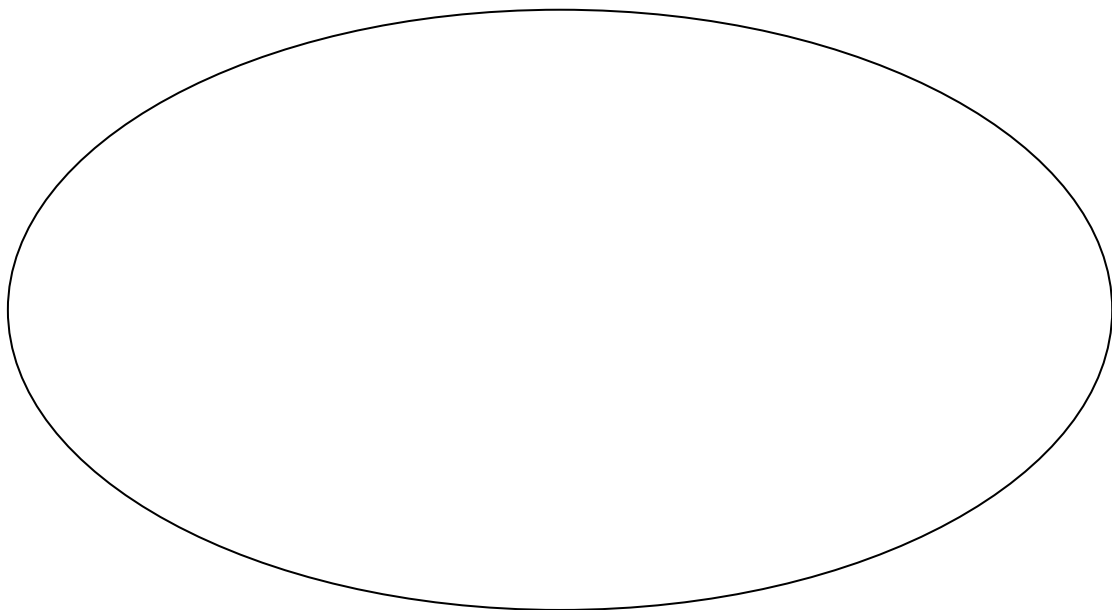
# YARRA JUNIOR FOOTBALL LEAGUE GROUND AUDIT

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:**

SCHEDULE M

**[DELETED November 2021]**

**YARRA JUNIOR FOOTBALL LEAGUE INCORPORATED**

**ROLE OF CLUB DIRECTOR**

The Club Director represents their Club at Presidents and/or Club Directors 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 League, ie to provide communication between the League & Club and to assist the League's Executive in the running of the League

The Club Director may 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 Club 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 Club Director of one Club contacting the Club 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 Director. 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 Director is available to assist any club with queries about how to handle a conduct issue. Also the Chief Executive Officer is available to assist where appropriate in mediation between Clubs.

## SCHEDULE O

**[DELETED November 2021]**

SCHEDULE P

**[DELETED November 2021]**



## SCHEDULE Q

### YARRA JUNIOR FOOTBALL LEAGUE INCORPORATED

#### 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		
Unsatisfactory boundary OR goal umpire	3	I
Goal umpire 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 5.00pm Friday prior to game)	10	AG
Noncompliance 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 until otherwise directed by the Board is \$20.00.

## SCHEDULE R

**[DELETED November 2021]**

**YARRA JUNIOR FOOTBALL LEAGUE INCORPORATED**

**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

### YARRA JUNIOR FOOTBALL LEAGUE INCORPORATED

#### JUMPER CLASHES

As per By-Law 7.2.2, if there is a jumper colour clash with the home team jumper, the AWAY team is required to wear either the team's alternative or clash jumper or wear white shorts. The first named side (in fixtures) is always the Home team.

<b>Club</b>	<b>Clashes with</b>
Aquinas	Canterbury
Ashburton	
Balwyn/Greythorn	Glen Iris
Banyule	Beverley Hills, Fitzroy
Beverley Hills	Banyule, Fitzroy, Whitehorse Colts
Boroondara Hawks	Hawthorn Citizens
Brunswick	Templestowe
Bulleen Templestowe	Macleod, Northcote
Bundoora	Doncaster
Camberwell	Ivanhoe, Park Orchards
Canterbury	Aquinas
Doncaster	Bundoora
Fitzroy	Banyule, Beverley Hills
Glen Iris	Balwyn/Greythorn
Hawthorn Citizens	Boroondara Hawks
Heidelberg	Richmond
Ivanhoe	Camberwell, Park Orchards, Surrey Park
Kew Comets	Richmond (Colts only), Whitehorse Colts (Colts and all Girls)
Kew Rovers	
Macleod	Bulleen Templestowe, Northcote
North Brunswick	
Northcote	Bulleen Templestowe, Macleod
Parade/St Damians	
Park Orchards	Camberwell, Ivanhoe
Parkside	Preston Bullants, Warrandyte
Preston Bullants	Parkside, Warrandyte
Richmond	Heidelberg, Kew Comets (Colts only)
St Marys	
Surrey Park	Ivanhoe
Templestowe	Brunswick
Warrandyte	Parkside, Preston Bullants
Whitehorse Colts	Beverley Hills, Kew Comets (Colts and all Girls)

**YARRA JUNIOR FOOTBALL LEAGUE INCORPORATED**

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

## SCHEDULE U

### 5. Penalties

- a. If any offence under this Schedule is proven against any Official Registered Player or Associate of a Registered Player, the tribunal may apply any of the penalties in Rule 8.1 including a suspension or deregistration of a Registered Player or 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 League and the prior good history or otherwise of the Registered Player or Official.
- b. In the case of an Official or an Associate of a Registered Player being proved to have engaged in harassment or bullying, the Member 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 League a fine or bond to be determined by the Chief Executive Officer.

**YARRA JUNIOR FOOTBALL LEAGUE INCORPORATED**

**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 Chief Executive Officer, 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.

<b>Classifiable Offences</b>
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

## SCHEDULE V

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).

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



## SCHEDULE V

### **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 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 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.

## SCHEDULE V

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.

#### **(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

## SCHEDULE V

offence using the Classification Table):

<b>Direct Tribunal Offences</b>
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:

<b>Low-level Offences</b>
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

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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.

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

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

## SCHEDULE V

### (b) Prescribed Penalty Offer

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

### (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

## SCHEDULE V

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.
- **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.

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### (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 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

## SCHEDULE V

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.



## SCHEDULE V

### **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:

- 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.

SCHEDULE W

**[DELETED November 2021]**

**YARRA JUNIOR FOOTBALL LEAGUE INCORPORATED**

**LIFE MEMBERSHIP GUIDELINES**

1. Any Member may nominate a person, who meets the below criteria, for life membership of the League by providing to the Chief Executive Officer by no later than 1 September in each year a written nomination and a copy of the minute of the resolution of the committee of the Member Club proposing the nomination. The nomination form must:
  - a. be signed by the President of a Member Club;
  - b. be countersigned by one other person on the committee of the Member Club;
  - c. outline the reason(s) for the nomination; and
  - d. outline the history of the nominee's involvement with the League and the personal background of the nominee.
2. The Board shall consider the nomination prior to the Annual General Meeting and, in its total and absolute discretion, shall decide whether to admit the nominee to life membership. The Board shall not be required to provide any reasons for its decision.
3. The Board may of its own initiative appoint as a life member such persons as they consider to be entitled to life membership by reason of special services rendered to the League. In exercising such discretion the Board shall consider the criteria for appointing a life member.
4. Life membership should only be offered to those persons who have rendered outstanding and valuable service to the League. The award of life membership must remain a highly regarded and prestigious reward and one which demands long and meritorious service. Life membership will be considered, but not automatically awarded, to a person meeting one or more of the following criteria:
  - a. Outstanding and valuable service to the League over a minimum of 10 years in aggregate as a President, Committee Member, Trainer, Board Director, Team Manager, Coach, Tribunal Member, Selector, Administrator, Umpire or other volunteer position; or
  - b. Outstanding and valuable service to the League over a minimum of 15 years as a paid employee; or
  - c. Outstanding and valuable service to the League over a minimum of 10 years as both a paid employee and volunteer in both criteria a and b above; or
  - d. Service to the League that leaves a significant and long-lasting positive impact on the League.

SCHEDULE Y

**YARRA JUNIOR FOOTBALL LEAGUE INCORPORATED**

**PARENT/GUARDIAN CONSENT FORM**  
**FOR PLAYER PLAYING WITH AND AGAINST GIRLS MORE THAN 2 YEARS OLDER**

**(BY-LAW 6.1.5)**

I, ..... (PRINT FULL NAME),

of ..... (PRINT ADDRESS)

am the parent/guardian/care-giver\* of

..... (PRINT PLAYER'S FULL NAME)

and CONFIRM that I have been informed of the advantages to her of playing in the below mentioned team which will involve playing with and against girls who could be more than 2 years older than her

and **HEREBY CONSENT** to her playing for the Under ..... (SPECIFY AGE GROUP) team

of ..... (PRINT CLUB'S NAME)

on .../.../..... (SPECIFY DATE OF GAME)/for the 20....(SPECIFY YEAR)\* season.

Signed: .....

Parent/guardian/care-giver\*

Dated: .....

Checked: ..... (TEAM MANAGER/COACH\*)

(\* Strike out whichever is not applicable)

**YARRA JUNIOR FOOTBALL LEAGUE INCORPORATED**

**YOUTH BOYS' PLAYER RETENTION POLICY**

The YJFL will consider granting YJFL Clubs permission to register their prior-year playing cohorts in the U17.5 competition, if means more players will keep playing football. YJFL Clubs are encouraged to use this policy as a means of encouraging players to continue playing football and assist with their transition to playing senior club football.

Permission will be granted for players that are born between 1 January – 30 June of the year they turn 18 (and so are otherwise ineligible for the U17.5 competition) to play if they:

- Played in the YJFL in the prior year; or
- Have not played any competitive football in the prior year; and
- Do not believe they are ready for a full senior football season for their mental & emotional wellbeing, or for reasons as defined in the National Age Dispensation Policy.

It is likely the player will be in their final year of High School and will not have been suspended for more than 4 weeks in junior football. YJFL Clubs should note that permission will not be granted for players that played in other adjoining Melbourne metropolitan football Leagues (NFNL or EFNL or EDFL or SMJFL) in the prior year.

If the player feels ready as the season unfolds, and their interest in playing U19 football changes, players will be permitted to play matches with their aligned senior club on permit. Club and/or League Best and Fairest award winners are specifically encouraged to play matches with their aligned senior club.

Application must be made to the YJFL in writing on the attached form by the YJFL Club, for each player.

The YJFL Board may permit a particular player to play in the U17.5 age group where the YJFL is satisfied that the personal circumstances of that player are such that this ought to be permitted to occur. The YJFL reserves the right to revoke permission.

The YJFL Board has full discretion to approve and decline permits.

**YARRA JUNIOR FOOTBALL LEAGUE INCORPORATED**

**APPLICATION FOR PERMISSION TO PLAY**  
**YJFL YOUTH BOYS U17.5 COMPETITION**  
**CLUB APPLICATION FORM**

**(BY-LAW 6.1.4)**

Player name: ..... Club name: .....  
Date of Birth: ..... **(BETWEEN 1 JAN & 30 JUNE)**

Reason for request:  
.....

Players first season with applicant YJFL Club: .....

Please advise the players playing history over the past 5 years:

<b>Year</b>	<b>League</b>	<b>Club</b>	<b>Age</b>	<b>Games played</b>

Is player attending High School in the year of the season for which permission is being sought?: Yes / No (circle one) School name: .....

Club Officials Name: .....

Club Officials Role: .....

Office use only: League Approved: Yes / No (circle one)