



**HANDBOOK**  
**&**  
**LEAGUE**  
**REGULATIONS**

*2014 Edition*

## ***Forward***

This Handbook is intended to provide interested parties with information relevant to the operation of the 2014 Junior Football season, as conducted by the Frankston & district Junior Football League.

The League Regulations are provided at the rear of this handbook for reference. The body of the document provides guidelines and details to assist Club & Team personnel in providing an efficient and smooth running competition for our Junior sportspeople.

League Rules are available from the League Website.

League Regulations are provided in this document.

These rules & regulations should be read in conjunction with the Rules & Regulations of AFL Victoria Country AND AFL Rules of Australian Football.

The details contained in this Handbook may be copied and distributed to team personnel & interested parties for the betterment of our competition.

## **Frankston & District Junior Football League Executive**

<b>Role</b>	<b>Name</b>	<b>Portfolio</b>	<b>Phone</b>	<b>Email</b>
President	Stuart Mason	Operations	0408 517 446	President@fanddjflinc.org.au
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Vice.Pres.	Trevor Allen	Registrations	0400 670 947	Registrations@fanddjflinc.org.au
Vice.Pres.	Mark Bowden	Sponsorship	0405 959 305	Sponsorship@fanddjflinc.org.au
Vice.Pres.	Bryant Boys	Umpiring	0439 574 302	Umpires@fanddjflinc.org.au
Vice.Pres.	Trevor Nunn	Administration Finance	0400 983 198	Admin@fanddjflinc.org.au

## Ground Locations

Venue Name / Address	Abbrev.	Melway	Phone
<b>F&amp;DJFL</b>			
Kananook Oval Kirkwood Avenue Seaford	Kan	99 F8	
<b>Carrum Downs JFC</b>			
Carrum Downs Recreation Reserve Wedge Rd Carrum Downs	CD Main CD Rear	98 J10	
<b>Carrum Patterson Lakes JFC</b>			
Rory Dore Reserve Graham Rd Carrum	CPL 1 CPL 2	97 F8	9772 6625
<b>Chelsea JFC</b>			
Chelsea Recreation Reserve Beardsworth Ave Chelsea	Chel	93 D12	9772 5573
Beazley Reserve Thames Promenade Chelsea Heights	Beazley		
<b>Chelsea YCW JFC</b>			
Bonbeach Recreation Reserve Scotch Pde Bonbeach	BB3 BB4	97 F3	9772 0125
Bonbeach Recreation Reserve Cannes Ave Bonbeach	BB1	97 E1	
<b>Devon Meadows JFC</b>			
Casey Fields Berwick Cranbourne Road Cranbourne	Casey	134 E7	
<b>Edithvale Aspendale JFC</b>			
Regents Reserve Fourth Ave Aspendale	Regents	92 K7	9580 9895
Glen St Reserve Glen St Aspendale	Glen	92 J5	
Edithvale Common Reserve Edithvale Rd. Edithvale	Edi Common	93 C8	

<b>Venue Name / Address</b>	<b>Abbrev.</b>	<b>Melway</b>	<b>Phone</b>
<b>Frankston Dolphins JFC</b>			
Overport Park Reserve Overport Rd Frankston South	Oport 1 Oport 2	106 D1	9787 6250
<b>Frankston Rovers JFC</b>			
Bruce Park Reserve Margate Ave Frankston	Bruce	102 G7	9781 4851
Baxter Park Sages Rd Baxter	Bax6	106 H3	
<b>Frankston YCW JFC</b>			
Jubilee Park Hillcrest Rd Frankston	Jub Butler Jub Main Jub Trott	102 J4	9789 6938
<b>Karingal JFC</b>			
Ballam Park Reserve Naranga Cres Frankston	Bal 1 Bal Nth	103 C3	9789 2383
<b>Langwarrin JFC</b>			
Lloyd Park Reserve Frankston Cranbourne Rd Langwarrin	Lloyd 1 Lloyd 2 Lloyd 3	103 J4	9789 1069
<b>Mordialloc JFC</b>			
Ben Kavanagh Reserve McDonald St. Mordialloc	Kavanagh		
<b>Mt Eliza JFC</b>			
Emil Madsen Reserve Wooralla Dve Moorooduc	MTE Bottom MTE Main MTE Top	105 H10	5978 8308
Baden Powell Reserve Baden Powell Drive. Mt Eliza	Baden	101 K10	
Mt Eliza Sports Ground Cambourne Ave. Mt Eliza	MtE Sports		

Venue Name / Address	Abbrev.	Melway	Phone
<b>Pines JFC</b>			
Pat Rollo Reserve Silver Ave Frankston North	Rollo	100 B7	9786 8563
Eric Bell Reserve Forest Dve. Frankston North	Eric Bell		
<b>Seaford JFC</b>			
Belvedere Reserve East Rd Seaford	Belv Main Belv New Belv Saints	100 A4	9786 4861
Seaford Oval Seaford Rd Seaford	Sea Main	102 E5	9786 7895
<b>Frankston VFL</b>			
Frankston Park Kars St. Frankston	Kars St		

#### AFL KIDS FIRST

F&DJFL operate under the guidelines of the AFL – Kids First Program.

This is designed to provide parents and supporters on the conduct and behaviour expected within junior sport.

The main pillars of this program, for parents and supporters are:

- Remember that children play sport for their enjoyment, not yours
- Focus on the child's efforts and self esteem rather than whether they win or lose.
- Never ridicule or yell at a child for making a mistake or for the team losing a game.
- Remember that children learn best by example – applaud the efforts of all players in both teams
- Support all efforts to remove verbal and physical abuse from sporting activities.

Clubs are required to have an AFL Kids First Co Ordinator.

On Match Day duties of the AFL Kids First Co Ordinator are assumed by the team Ground Marshal.

This program is fully supported by the F&DJFL Executive and all it's member Clubs.

## FOOTBALL SIZES

The home club must supply one (1) approved size footballs of good condition.

Under 9 & 10 age group use Size 2 synthetic footballs

Under 11 & 12 age group use Size 3 synthetic footballs

Under 13 & 14 age group use Size 4 footballs

Under 15 & 16 age group use Size 5 footballs

## GAME TIMES

All matches shall commence on time at the times set down by the League. Any team not on the ground within twenty minutes of the allocated playing time shall default the game.

Under 9 – 9.00am

Under 13 – 1.00pm\*

Under 10 – 10.15am

Under 14 – 2.40pm

Under 11 – 11.40am

Under 15 – 11.40am

Under 12 – 1.00pm\*

Under 16 – 2.40pm

\*Where an Under 15 match is played prior to an U12 or U13 match, the later match will not start until approx. 1.15pm.

### **Duration of games shall be as follows:**

Under 9 to Under 13

15 Minutes per quarter

No Time On

Under 14 to Under 16

20 minutes per quarter

No Time On

NOTE: Weekly fixturing may lead to matches being scheduled at times different to those listed above. These shall be the exception rather than the rule.

### **Breaks**

Quarter time break = 2 minutes

Half time break = 8 minutes

Three Quarter time break = 5 minutes.

Player must be in position, ready to commence play at that time.

## OFFICIALS ALLOWED INSIDE THE FENCE

Please note that the only officials permitted within fenced area and in the marked coach's area are as follows.

All interchange players:

One trainer (other [maximum=2 per team] to be at least 20mtr from coaches area)

Coach;

Team Manager;

Runner;

All other people will be asked to leave by the field umpire, club or League Executive.

### SPECTATORS BEHIND THE WHITE LINES

Where a match is being played on a ground that is not fenced the host must provide an additional white line to sufficiently separate spectators from team officials, approximately 3 metres behind the boundary line (including goal line) for any unfenced area. Spectators are to remain behind these designated areas.

### SPECTATORS ON THE GROUND BETWEEN QUARTERS

Spectators are NOT allowed on the ground at the Quarter Time Break. (This is the break between the first and second quarter).

Spectators are to be clear of the fenced field of play before players are in position for the

Spectators are NOT allowed on the ground during any break or after the game during finals games

### PLAYERS UNIFORMS

Players must wear their club or team registered uniform.

Where it is determined by the League Executive that jumper / guernsey designs of the two teams of any match are too similar, the away team must provide an alternate set of numbered jumpers for the match (Reg 4.2.4)

Players must wear approved Football shorts. Shorts with pockets and basketball shorts etc are not allowed.

Each player wearing leggings under their shorts must be of a neutral color or match the colour of the team shorts. (Reg. 4.2.6)

Each player must wear a conspicuous number either sewn or worked into the Guernsey. No two players in the same team are to wear the same number.

Players will not wear any form of metal stops in their boots.

The wearing of mouth guards is highly recommended and the wearing of protective approved headgear is left to the individual and the club.

Jewellery of any description may not be worn. Body piercing cannot be covered by tape it MUST be removed.

### **GLOVES**

The wearing of Gloves is not permitted in any League game without supporting medical evidence. Upon supplying Medical evidence to the League Administration Manager a supporting letter will be supplied to the club to be produced to verify permission as requested. (Reg. 4.3)

This is in place to both support an even opportunity to all players and to assist junior players in familiarization with natural contact with the ball.

## TEAM MANAGER

### **Duties**

Although the responsibilities of the Team Manager will vary from club to club, in general this position should ensure that the League rules and procedures associated with the actual playing of the game are carried out and adhered to.

### **Team Uniform**

Ensure that all players are correctly attired.

### **Umpires Comfort**

The home side Team Manager should ensure that the umpire's room is clean, secure with refreshments provided. Umpires should be offered refreshment during quarter breaks and escorted on and off the ground including to and from the umpire's room.

### **Other Officials**

Ensure that personnel are designated to act as Ground Marshal, Interchange Steward, Boundary & Goal Umpires, Runner and Trainers and that they are familiar with their roles and the specific requirements of the position. Personnel should be supplied with the appropriate equipment to carry out their duties, umpires whistle, score cards, goalkeepers flags etc.

All officials must be recorded on the team sheet.

(Note: F&DJFL have no provision for a role of 'assistant coach'.)

The team sheet to be used is the printable "Team Sheet" provided within the Sporting Pulse "Competitions" database.

The Team Manager must provide a team sheet with player names, alphabetical SURNAME order together with the correct jumper number and the players League Registration Number.

All officials must also be recorded on the Team sheet.

Any listed players or officials who do not take their place in the game must be deleted / crossed out from the team sheet.

Any players or officials who are not originally listed on the team sheet must be written on the team sheet (in the appropriate area).

No additions are to be made to the team sheet after the Half Time break.

No additional players may take the field if they are not added to the team sheet prior to the end of the half time break.

### **Signing Of Opposition Team Sheet**

There is no obligation to sign the opposition team sheet.

### **Half Time Exchange**

The Team Manager will provide the opposing Team Manager with a (signed) copy of the team sheet (with alterations) prior to the start of the third quarter.



## **Under 15 & Under 16**

A list of all players names and jumper numbers will be made available to the Umpire/s at the conclusion of the match, to enable them to record their League Fairest & Best votes.

## **Reports**

In the event of a report of player or official, the Original Team sheet will be made available to the umpire/s to establish the identity of the player / official involved. If a player or official is reported during the game the umpire fills out a report sheet detailing the incident at the conclusion of the game. Both Team Managers should sign this report sheet and ensure that the appropriate personnel within their club receive the report. The reported player or official together with witnesses must be made aware of their responsibilities to the impending tribunal hearing.

## **Scores (Under 11 to Under 16 only)**

It is the responsibility of the Goal Umpires to agree on the final match scores. The field umpire shall sign both goal umpire cards once agreement is reached. The two Team Managers should confirm, with each other, the final scores, in preparation for the home team entering this score to the Sporting Pulse "Competitions" database.

Where there is a discrepancy in the goal umpires final scores, that cannot be resolved at the time, the matter is to be referred to the League Executive and the score should not be entered to the Sporting Pulse "Competitions" database by the home team Team Manager.

TEAM MANAGER cont'd
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## **Match Paperwork**

At the completion of the game the home team Team Manager is responsible for ensuring that all match paperwork is in order, and is delivered to the League Offices by 5.30pm on the Sunday of that round.

It is the responsibility of each Team Manager to ensure that their teams paperwork is in order.

It is the responsibility of the away team Team Manager to ensure that their teams paperwork is handed to the home team Team Manager.

The match paperwork will consist of :

- Team Sheet signed by the Team Manager (each team)
- Goal Umpire Card (each team) [Under11 to Under16 only]
- Interchange Steward Card (each team) [Under11 to Under16 only]
- League Fairest & Best votes [Under15 & Under16 only]
- Pre Match Checklist (original - signed by both Team Managers)
- Umpires Report sheet/s (if applicable)
- "Report on Umpire" (each team) – optional.

All Match Paperwork shall be placed in the 'clearly marked' F&DJFL – Match Envelope by the home team Team Manager.

### **Post Match**

The home team Team Manager is to ensure that the score & result of the match is entered to the Sporting Pulse "Competitions" database by 6.30pm on the Sunday of the round. [U11 to U16 only]

The Team Managers are to ensure that the final team sheet details for their team, for that match, are entered to the Sporting Pulse "Competitions" database by 8.00pm on the Tuesday following the match.

This includes the entry of goal scorers and best players if required.

Please note: Goal scorers are NOT to be entered for Under 9 & Under 10 matches.

### **Team Sheet Copies**

The following copies of the team sheet data will be required prior to &/or during the match.

Original – to form part of Match Paperwork.

Copy – for opponent Team Manager, at half time break.

Copy – for umpire/s – U15 & U16 only. (or listing of all players & jumper No.s)

Copy – for own records (or a means of recording alterations to original team sheet)

### **Security of Players Belongings**

The security of belongings should be considered prior to the players taking the field. No home team can fully guarantee the safety of items that remain in the change rooms during a game. It may be a good idea to remind players and parents of this problem and have player valuables such as watches, jewellery, and expensive clothing left at home or secured in some way.

TEAM MANAGER cont'd
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### **Footballs**

The home Team Manager is to present a football in good condition and of approved size to the umpire prior to the commencement of the game. (For Football sizes refer to page 4)

### **Pre Match Checklist**

The Pre Match Checklist must be completed by both Clubs prior to the commencement of the game. The Checklist is to ensure that all safety precautions have been taken into consideration prior to the game starting.

### **Starting Times**

The Team Manager should be aware of the starting times of all quarters and ensure that the coach has the players ready to commence playing.

### **Umpires Report**

The F&DJFL Executive strongly recommends that the Team Manager and/or Coach complete an umpire's report sheet. These reports should be constructive including positives and negatives, and be completed every game regardless of the result. These report sheets should be included with the other match paperwork and compiled at the completion of the game.

### Reported Players

If a player or official is reported during the game the umpire fills out a report sheet detailing the incident at the conclusion of the game. Both Team Managers should sign this report sheet and ensure that the appropriate personnel within their club receive the report. The reported player or official together with witnesses must be made aware of their responsibilities to the impending tribunal hearing.

### List of Emergency Phone Numbers

Team Managers should have an up to date list of all player contact and emergency phone numbers (parents/guardians) in case of an emergency, Trainers and Coaches must be made aware of their players medical conditions.

## MATCH DAY PAPERWORK QUICK REFERENCE

**ALWAYS** Your team first  
(Regardless of Home or Away)  
And include (Eg:) Yellow or Black



Division

### FRANKSTON & DISTRICT JUNIOR FOOTBALL LEAGUE INC.

AGE GROUP - UNDER 11 DIVISION Gold

PLAYED AT DATE

MATCH Seaford Yellow V (YOUR TEAM) (OPPOSITION)

QTR	G	B	PTS.	QTR	G	B	PTS.
1				1			
2				2			
3				3			
4				4			
TOTAL				TOTAL			

Need to ensure this section is completed

MATCH WON BY BY (MARGIN) pt

GOAL UMPIRE 1. (home side) 2. (opposition)

CONFIRMED BY FIELD UMPIRE

**Frankston District Junior Football League**

Under \_\_\_\_\_ Section \_\_\_\_\_ Divisio \_\_\_\_\_

**BEST & FAIREST**

MATCH \_\_\_\_\_ DATE \_\_\_\_\_

\_\_\_\_\_ v \_\_\_\_\_

Player's Name	Initial	No.	Club
Votes	_____	_____	_____
Votes	_____	_____	_____
Votes	_____	_____	_____

Umpire's Signature \_\_\_\_\_

Under 15 & Under 16  
Fill out the Umpires Vote card beforehand

All the usuals  
DIVISION  
AGE GROUP  
DATE  
Home Team & Away team.  
Include Black / Yellow for us,  
And same for opposition

**Finally – The Envelope – when you are the HOME TEAM**

Full title of your team  
Include the Black / Yellow  
Same for opposition team

Remember the division

**FRANKSTON & DISTRICT JUNIOR FOOTBALL LEAGUE INC.**

Date: 29 May 2005 Round: 12

Age Group: Under 16 Division: Blue

Seaford BLACK v Mt Eliza RED

CONTENTS PLEASE TICK		
	Home	Away
et	✓	✓
ge Card	✓	✓
pire Card	✓	✓
Report		
n Checklist	✓	✗

• Votes for Under 15 ✓

Tick the boxes

U15 & U16  
Umpires Votes

## COACHES

All coaches must hold current accreditation to coach within in F&DJFL. Coaches are to strictly follow the Coaches Code of Conduct as signed annually.

It is the responsibility of the coach to ensure the behavior of their team and officials. Coaches are to ensure they follow the recommended details of the Qualities of a Junior Coach.

As part of the F&DJFL goals to ensure the highest standards possible all coaches when registered with the league will be automatically made a member of the Southern Region Coaches Association (AFCA). Through this membership coaches will receive newsletters and materials to assist in promoting the latest in coaching practices and skills drills etc. It is a requirement to have AFCA membership as part of continued Accreditation.

## QUALITIES OF A JUNIOR COACH

### **Knowledge**

- Know the principles of growth and development of young children
- Know the skills of football
- Understand the learning process
- Know how to spot weaknesses and overcome problems
- Attain accreditation and keep informed

### **Organisation**

- Dress like a football coach
- Be punctual for training, games and meetings.
- Plan practice activities
- Organise the groups efficiently
- Ensure the equipment is available
- Provide variety in activities
- Maximise participation

### **Skill Development**

- Choose meaningful activities
- Relate practice to the game
- Sequentially develop skills from simple to complex
- Establish individual and team goals

### **Communication**

- Maintain good rapport with players
- Talk with, not to, the players
- Provide a supportive, friendly atmosphere
- Praise attempts at skills
- Positive reinforcement
- Concise in instructions and directions
- Willing to listen to the player's comments
- Ability to motivate players
- Encourage sportsmanship
- Have a sense of humour
- Have emotional control at all times
- Infinite patience
- Is dedicated, enthusiastic, mature, ethical and fair

## **Intelligence**

- Has a capacity for originality and creative thinking
- Is curious
- Open minded
- Flexible
- Questions the "Traditional Approach"
- Capable of accepting change

## FIELD UMPIRES

The Frankston & District Junior Football League along with an agreement with Umpiring Bodies will supply all field umpires in the Under 11 age group and above.

In the Under 9 & 10 age groups the F&DJFL have commenced an Umpiring program involving the use of Club Umpires. Each team has had to nominate their Club Umpires for the season. These umpires have been invited to attend training sessions throughout the season to keep them up to date and gain some consistency in our Umpiring. These Umpires will also be given the Level One Field Umpires accreditation program to complete during the season. In the Under 9 and 10 age groups it is aimed that each team is to supply an umpire who will be responsible for controlling half the ground, it is hoped that this method will make the task less daunting and eliminate the perception of favoritism.

The team captains are permitted to speak to the umpires providing communication is reasonable and confined to seeking clarification or interpretation of a rule, or in an emergency. A Team Manager may approach the umpire at the conclusion of the playing quarters; they must however be accompanied by the opposing Team Manager and only to seek an interpretation.

Two umpire system to operate in the Under 14 and above age groups.

## GOAL UMPIRE

A goal umpire shall be at least 16 years of age

### **Dress**

White top and flags

### **Duties**

Before the match, check that game details are correctly entered on the scorecard

Wait for the field umpire to give the all clear before giving a decision. If the field umpire believes the score is a behind he/she will raise one hand near their mouth and say "all clear". If the umpire believes it is a goal he/she will raise two hands.

Both goal umpires must wave the flags after each score and record the score on the scorecard.

Scorecards should be checked with the other goal umpire at the end of each quarter.

Umpires must change ends at the half time break.

Club supplied umpires are not to barrack or comment on play.

The Field umpire may override the decision given by the club goal umpire.

## BOUNDARY UMPIRE

All boundary umpires must be competent in their duties.

If a club is unable to supply a boundary umpire the club shall be directed by the field umpire to have a player throw the ball in when it goes out of bounds.

Club supplied umpires can call centre square infringements but are not permitted to barrack or comment on play.

### **Dress**

It is preferred that club supplied boundary umpires are dressed appropriately, white shorts & white T-shirt.

## TRAINERS & WATER CARRIERS

### **Dress**

Approved Green top with Club Identification

### **Duties**

To provide water to players for hydration attend to injuries

The trainers should ensure that a stretcher is located near the coaches' box/area and that it is in serviceable condition.

Trainers should make an inspection of the playing surface and bring any player safety issues to the attention of the Coach & Team Manager for further notification to the home club officials at the ground.

It is recommended that the phone numbers of each player's parent or guardian are available and that any relevant medical condition of players is known.

The Trainer or water carriers must not act as a second runner.

There is to be a maximum of two (2) trainers/water carriers, one of which may be located in the coaches' box, with the remainder spread around the ground at least 20 metres from the coaches' area.

The Trainer or Water Carriers MUST be at least the Age of the players playing the game.

## RUNNER

### **Dress**

Approved Red top with Club Identification

### **Duties**

To relay messages from the coach to the players

Runners must not assume the role of the coach(\*) and should not remain on the ground for any other purpose than to deliver a message and return to coach's box. The umpire may ask the runner to leave the ground if it is felt the runner is not carrying out his designated role.

If a player is reported or sent from the ground the runners should go directly to the umpire who will inform them of the penalty and reason. The Runners are not to enter into discussion with the umpire and are to go directly to the timekeepers and inform them of the player's name, number, penalty and offence.

(\* NOTE: Under 9 competition ONLY

During the first quarter of the match, the person wearing the Runners vest may be the runner or coach, and may stay on the field for the full quarter, providing guidance to players.

#### INTERCHANGE STEWARDS

The Interchange Steward is to record Players from both teams who go on and off the Interchange Bench.

The Steward is to also control the Send Offs from the field Umpire and shall determine when a player is allowed to go back onto the ground.

Interchange Stewards are to be located both together behind the fence and the designated Interchange area.

#### **Players sent from the ground**

In the event that the field umpire sends a player from the playing field the following instructions should be followed:

A player sent from the ground may not be replaced for the period of the penalty, penalty imposed is playing time.

The onus is on the club Interchange Steward when the penalty has lapsed, time keepers will advise the club runner or team manager that the player may return to the ground or that a replacement is permitted.

#### **Conclusion of the match**

At the conclusion of the match the stewards shall check, sign and return their cards to their respective team manager.

#### GROUND MARSHAL

##### **Dress**

Approved Yellow top with Club identification.

##### **Duties**

- a) Ground Marshals should introduce themselves to each other and where practical remain together. (This will hopefully give the person allocated the task a sense of security).
- b) Ground Marshals should adopt a Bi-Partisan approach to their role.
- c) Ground Marshals are to escort the Umpires; it is not their responsibility to provide refreshment.



- d) Ground Marshals should report problems encountered to the club executive or committee person in attendance.
- e) Serious incidences encountered should be documented and signed by both Ground Marshals; they should not put themselves in any danger.
- f) Ground Marshals should confine themselves to the main group of spectators, normally around the pavilion.
- g) Type of behavior causing problems are Abuse, Language, unsportsman like behavior and derogatory remarks, both Ground Marshals should approach offenders in a non threatening way, if the problem persists, club executive or committee personnel should be informed.
- h) Ground Marshals are not part of the coaching panel and should not stand with them. It is not the role of the Ground Marshal to monitor the use of runners & trainers; excessive numbers in the coaches' box should be brought to the attention of the club.
- i) Ground Marshals should ensure that spectators do not enter the perimeter of the ground when play is in progress.
- j) Ground Marshals should not handle players

<b>TIME KEEPERS PROCEDURE</b>
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**Playing Time**

Under 9 to Under 13	15 minute quarters	No Time On
Under 14 to Under 16	20 minute quarters	No Time On

**Duties**

- To keep time
- To sound the siren at the beginning and end of each quarter.
- To record details of any send off or report on the card, give the all clear when penalty imposed by the umpire has lapsed.

**When to sound the siren**

- Warning siren, 5 minutes before the scheduled commencement of play (where no current game in progress), this is to notify the umpires and players to enter the field.
- Prior to each quarter commencing when the umpire holds the ball in the air.
- When the playing time has lapsed, keep sounding the siren until the umpire indicates the end of play by blowing the whistle and raising both hands in the air.
- **Quarter time interval** - 1 minute after the end of the first quarter to indicate to teams that they must take up their playing positions. Maximum 2-minute break.
- **Half time interval** - 7 minutes after the end of the second quarter to indicate to teams that they must take up their playing positions. Maximum 8-minute break.
- **Three quarter time interval** - 4 minutes after the end of the third quarter to indicate to teams that they must take up their playing positions. Maximum 5-minute break.

**Send Off penalties**

Yellow Card	15 minutes Playing Time
Red Card	Rest of the game (Player may be replaced after 15 minutes Playing Time)

**NOTE: TEAMS ARE NOT PERMITTED TO LEAVE THE GROUND AT BREAKS UNLESS DUE TO POOR WEATHER CONDITIONS**

## PLAYER / OFFICIAL REPORT SHEETS

At the commencement of the season all clubs will be provided with Report Books. Which are to be completed by the Umpire or League Official when making a report on a Player or Official.

It is the RESPONSIBILITY of the HOME Club to ensure the Report Book is available in the Umpires room for each game. Additional Report books are available from the League.

## ORDER OFF RULE

Players ordered off the field may not be replaced. The field umpire shall determine, by application of either a Yellow Card or red card, the period of time the player is to remain off the ground. (Yellow Card 15 Minutes or Red Card Rest of Game).

Any player reported during the game will be automatically ordered off for the duration of the game. But can be replaced by another player after 15 minutes time has elapsed. Should a player refuse to leave the ground when ordered off, the field umpire will inform the captains of both sides that unless the player leaves the field the match will be abandoned and full match points awarded to the opposing team.

Any player ordered off twice in the one game shall receive an automatic report.

Any player ordered off three times in the one season shall receive an automatic one-week suspension. After serving this suspension, if the player is sent off again he/she must appear before the F&DJFL Executive.

Officials are subject to Yellow card & Red card penalties.

Please refer to Regulation 9 for full player and official penalties and requirements.

## REPORT PROCEDURES

Any umpires appointed to a game by the League have the power to report players, officials or the club.

At the conclusion of the game when Team Managers have their team sheets signed by the field umpire they will be informed of any reports that may have taken place during the match. Both team managers are to sign the umpires report sheet and receive a copy of the report detailing the offense.

Any person named on the report sheet must appear before the Independent Tribunal failure to appear may result in the player not being permitted to participate in any further games.

Members of the F&DJFL Executive have the power to report. The Executive Member concerned may submit the report via a report sheet or letter.

## TRIBUNAL PROCEDURES

In the event that a player or official from your club is involved in a reportable incident the following procedure shall apply.

- (a) Both team managers sign the report sheet and a copy is supplied to them.
- (b) A further copy is supplied to the League Secretary who will make arrangements for the case to be heard.

It is the Club Secretary's responsibility to ensure the reported player/official, witnesses and other player/s mentioned in the report attend the Tribunal hearing, and a player advocate should represent players.

A player advocate must be an official of the club and is not permitted to be a Barrister or Solicitor.

All persons involved in a Tribunal hearing must attend at the time and venue specified by the League. Hearings are usually held at the League Offices Kirkwood Ave Seaford on Tuesday evenings commencing at 7pm.

### **Player's and or Officials Failing to appear before the Tribunal**

Any player/official appearing on report sheet, failing to appear before the Tribunal without satisfactory explanation and proper notification (within 24 hours of the incident); it shall be deemed that the reported player/official is pleading guilty and the Tribunal case shall then proceed in their absence.

A witness appearing on report sheet, failing to appear before the Tribunal without satisfactory explanation and proper notification (within 24 hours of the incident), shall be automatically suspended until he/she appears

### **Player's appearing before the Tribunal allowed a parent or guardian present**

Any player appearing before the Tribunal is allowed to have their parent / guardian attend the hearing with them. The parent / guardian are able to sit with the player during the hearing under the following conditions:

- a. Cannot make comment during the hearing
- b. Cannot ask questions
- c. Cannot be a witness in the case.

The parent / guardian will be asked to leave if they break any of the above conditions.

## TRIBUNAL PROCEDURES (Con't)

### **Tribunal Hearing Procedure**

The following people will be called before the Tribunal:

- Reported player/official and advocate
- Witness/s and their advocate
- The Umpire or League Official and their advocate

If an advocate intends to call any witnesses during the hearing or challenge the validity of the report, the tribunal secretary must be notified prior to the hearing commencement.

The Tribunal Chairman reads out the report and the reported player/official advise the tribunal how they intend to plea.

The witness is asked to leave the room while evidence is taken from the umpire, player or official.

The reported player/official, advocates and umpire are present at all times during the hearing.

The umpire or League Official is requested to give his/her version of the incident and questioned by the Tribunal panel.

The advocates are invited to question the umpire or League Official if they so wish.

The reported player/official gives evidence in the presence of the umpire and is questioned by the Tribunal panel. The umpire's advocate may ask questions of the player/official at the discretion of the Tribunal Chairman.

After the Tribunal Chairman is satisfied that all evidence from the reported player/official and umpire or League Official has been collected witnesses will be called to give evidence to the tribunal hearing.

The witness will be asked to give evidence and will be questioned by the Tribunal panel and the advocates of the umpire and reported player/official.

After all evidence has been given, the Tribunal Chairman will call for the umpires or League Official advocate to sum up and will then call on the reported player/official advocate to sum up and speak on behalf of the reported person. The Tribunal will then retire to consider the evidence given.

Once a decision has been reached, the umpire or League Official, umpire or League Official's advocate, reported player/official and advocate are invited back into the room and advised of the decision.

### **Note:**

Players or officials who in the opinion of the tribunal have delivered unsatisfactory evidence to the hearing will at the tribunal's discretion incur a fine or suspension.

## INVESTIGATION PROCEDURES

### **Appointment of Investigation Officer:**

Each league shall appoint a VCFL accredited investigation officer to investigate any matter referred to him pursuant to Rule 27.

### **Unbecoming Conduct:**

The League, League Executive members, Club, Player, League or a VCFL appointed official, who alleges that a player or an official of a club, umpire, official of an umpires' Association, VCFL Official, League official, Club, player advocate, or League appointed official has been guilty of conduct which is

unbecoming to a player, umpire, such official, or club, or which has or is likely to bring the game of football into disrepute, may lodge with the League a Notice in writing setting out particulars of the allegation. Unless the notice is lodged by the League a deposit of \$500 shall accompany the notice which shall be forfeited in whole or part in the event that the Investigation Officer or Independent Tribunal considers it frivolous. A Notice under this paragraph must be lodged with the League within five days after the date of the act or omission to which it relates unless the League

agrees to extend this period to a maximum of thirty (30) days. An extension agreed to by the League may be subject to such conditions as the League thinks fit and such request for an extension is to be provided to the League in writing outlining the reasons for the extension request. When a League grants an extension it shall do so in writing and advise all parties to the matter.

All investigation cost will be shared between both named clubs unless the investigation officer determines that there is no case to answer. In this event the investigation cost will be the responsibility of the club who requested the investigation

## OCCUPATIONAL HEALTH & SAFETY POLICY IN REGARDS TO UNDER AGE UMPIRES

This is the League Policy in regards to the care of minors:

### **POLICY RE: MATCH DAY PROBLEMS INVOLVING UMPIRES.**

If during the course of any match you feel that there is any problems with the Umpire's being abused or threatened by anybody (i.e.: Players, Official or Spectators). You should immediately make contact with the League on the below listed number:

**President Stuart Mason on 0408 517 446**

These problems will be addressed immediately and a League Official will be sent to the venue promptly.

In the delay of a League Official attending the venue, please ensure that the Umpire is looked after by the Ground Marshals. In these cases the Umpires must not be left unattended at the quarter intervals on the ground or in the change rooms.

A majority of our umpires are minors (Under the age of 18 years) and they must be protected from these instances.  
Please ensure this policy is strictly adhered to.

#### PRE MATCH CHECKLIST

As part of the AFL National Public Liability insurance scheme a Pre Match Checklist must be completed. A Risk Management Officer is to be appointed to complete this task.

The pre printed form is to be completed by both Team Managers prior to the commencement of the game. The checklist must be signed by both clubs to allow the game to commence. The fundamental idea of the checklist is to ensure all pre cautions have been taken for the safety of all involved in the game prior to the commencement of the game.

If any problems arise prior to the game and a party has a problem with signing the Checklist the League should be contacted immediately on the numbers below:

President Stuart Mason on **0412 050 757**

Junior Vice President Mark Bowden on **0405 959 305**

Senior Vice President Darren Price on **0401 594 400**

These problems will be addressed immediately and a League Official will be sent to the venue promptly.

If either club is to refuse to sign the Checklist the game cannot commence and the matter will be investigated by the League executive and must also be referred to the Work Safe VCFL for a ruling. Clubs found to be abusing the Checklist system by not signing would be dealt with harshly.

#### RISK MANAGEMENT: A FOOTBALL COACHES CHECKLIST TO SAFER PLAYING ENVIROMENTS

This Checklist is an extract from the VFDF Planning & Operations Manual – Coach Education

For the safety and well being of all participants, Spectators, Officials and Coaches are to ensure that:

1. Goal posts are padded and secure, the ground surface (including the pitch area) and change rooms are to a satisfactory standard, and lines are clearly marked with the boundary line at least three (3) metres from the fence.
2. Boundary area and fencing safe.
3. Access to emergency numbers and communication
4. Safe Climatic conditions
5. Accredited Trainer / first aid kit is accessible
6. Have the ability to sense a volatile situation out on the ground and have control over team, officials and spectators
7. Be "player safety" aware Re: Protective equipment etc.
8. Assess surrounding conditions i.e. major roadway, gullies, water etc.
9. At Junior level, match up players of same size and maturity
10. Players complete adequate preparation and warm up / warm down

#### PUBLIC LIABILITY

Each club must have Public Liability insurance to use council facilities and reserves; all clubs have a 10 million dollar cover through our insurer.

#### PLAYER INSURANCE

Each club at the commencement of each season must take out player insurance on all teams they wish to field. This insurance covers items not covered by MEDICARE, and there are limits and restrictions on all claims. Information in regards to Player insurance can be found on the insurer's website [www.jltsport.com.au](http://www.jltsport.com.au) . Clubs take a minimum of the Silver Level Cover.

#### PLAYER REGISTRATION

No person may play in a competition match authorised or conducted by the League, unless the player has:

Lodged an application for registration and playing permit with the League for an affiliated club;

The League has accepted the registration; after all relevant information has been supplied.

All applications for registration shall be on the official Frankston & District Junior Football League Registration form.

All registrations must be signed by, the player, club official and parent and must be accompanied by proof of age. Proof of age can be a Birth Certificate, Passport, Baby Health Centre Book, and in extreme situations a letter from the school will be accepted but only with the approval of the League Administrator.

#### QUALIFYING PLAYERS

To be eligible, a player must not have turned older than the age group in which they wish to take part, prior to January 1<sup>st</sup> of the year of competition.

A player is permitted to play 2 years above his/her own age group.

Girls may only play football up to the age of Under 14.

As a Guideline for season 2012 any player born:

In 1996 is an Under 16

In 1997 is an Under 15

In 1998 is an Under 14

In 1999 is an Under 13

In 2000 is an Under 12

In 2001 is an Under 11

In 2002 is an Under 10

In 2003 is an Under 9

## UNDER 16 ½ PERMIT

In an aim to keep more players involved in Junior Football the League utilizes an Under 16 ½ Rule in the Under 16 Competition.

This is referred to in Regulation 2.7

## CLEARANCES

Clearances are completed daily by the Registrar and forwarded on to clubs. The following procedure should be adopted:

If you require a clearance for a player from another club, the player should complete a clearance application form and forward it to the League Administrator who will process it and send it to the appropriate authority for a decision. Clearances lodged with the League Administrator may have time limits imposed on them. Clearances delivered directly to another club may be lost or destroyed without record.

If a clearance has been received from a player who wishes to leave your club, it should be completed and returned to the League Administrator within 10 days of the Registrar having dated and sent it to you.

If the first clearance application has been rejected then a second application should be lodged, if the second application is refused you may lodge an appeal, which will be heard by the League Executive. Every effort should be made to deal with clearances in a timely manner.

Clubs lodging clearances from an AFL Victoria body should note that only one clearance application is required and must be dealt with within 10 working days. If you have not received the clearance back within this time contact the League Administrator who will apply the time limit. Players under 14 years are entitled to an automatic clearance from AFL Victoria body to VCFL body. Clearance applications are still required and should be lodged. A Playing permit may be issued at the time of lodgment.

If a player has played one game or more during that season then he/she is not entitled to an automatic clearance. He/she must be cleared from his/her previous club before a permit can be issued.

VCFL clearance applications and appeal clearances must be dealt with within 10 working days. The VCFL does not recognise clearances up to under 15 years old. Clearance applications should be lodged and a playing permit may be issued at the time of lodgment. If a player has played one game or more during that season then he/she is not entitled to an automatic clearance. He/she must be cleared from his/her previous club before a permit can be issued.

The automatic clearance rule does not apply between clubs affiliated in this League. This is explained in Regulation 2(f).

Clubs not having received an answer to a clearance application after the required time should contact the League Registrar who will apply a time limit.

All clearances are to be answered regardless of circumstances.



## UNDER 16 TO UNDER 18 PERMIT AGREEMENT

There is an agreement within the Region In regards to eligible Under 16 players playing in an Under 18 Competition. This agreement is between the Mornington Peninsula Nepean Football League and the three surrounding Junior Leagues Dandenong & District Junior Football League, Frankston & District Junior Football League & Mornington Peninsula Junior Football League.

This agreement allows for Players playing Under 16's with a Junior League to obtain a permit to Fill In or Top Up the MPNFL Under 18 Competition as a top up player.

No Under 16 Player can be cleared to play in the Under 18 Competition he may only obtain a permit.

The permit allows an Under 16 player to be used in the Under 18 competition as a Fill In or Top Up player not to take the place of an eligible Under 18 player.

Where the Club which the Under 16 Player wishes to Fill In or Top Up has a Colts or a second Under 18 team, the Under 16 player can only Fill In or Top Up in the Colts or second Under 18 Team not the main Under 18 Team.

The Under 16 player Must for fill his commitments to his club as an Under 16 player for the permit to be granted.

The permit must be signed off by the following:

- The Player Concerned
- The Player's Parent
- The Player's Under 16 Club
- The Under 18 Club which the Player is to assist
- MPNFL
- Players Junior League

Any of these parties may at any time have the permit removed.

### **AIM**

The aim of the permit system is to allow Under 18 teams which are short on numbers to be bolstered by capable & willing Under 16 players.

It is not the aim or intention for Under 16 Players to take the place of Under 18 Players. It also allows for a strong and competitive Under 16 Competition within the Junior Leagues.

## JUNIOR MATCH POLICY UNDER 9 & 10's

The Leagues Under 9 & 10 divisions are played on a social level. Scores are not recorded and scoreboards should not operate. It is up to each team to supply an Umpire each for the Game.

The aim of this division is to allow players to learn the basics of the game without the pressure of competition.

A Copy of the Junior Match Policy can be found in Appendix B of the League Regulations

### FAIREST & BEST AWARD

The League makes available a "Fairest and Best Award" to a player in each division of Under 15 & 16's. The Fairest and Best votes (3,2,1) are allocated by the umpires during the home and away season with the player polling the most votes receiving this award, 2<sup>nd</sup> and 3<sup>rd</sup> placed players also receive awards.

Multiple awards will be made available to players who receive an equal amount of votes in these categories.

Any player reported and found Guilty will be ineligible to receive these awards.

The Under 15 Best & Fairest is the Alan Wickes Medal

The Under 16 Best & Fairest is the Pat Rollo Medal.

### FINALS

At the end of the home and away season a final series shall be played with the top 4 sides competing, the final series shall be played as follows:

Semi Finals	2 <sup>nd</sup> Semi Final	First	V	Second
	1 <sup>st</sup> Semi Final	Third	V	Fourth
Preliminary Final	Loser of 2 <sup>nd</sup> Semi Final		V	Winner of 1 <sup>st</sup> Semi Final
Grand Final	Winner 2 <sup>nd</sup> Semi Final		V	Winner Preliminary Final

#### **Drawn Finals Match**

In the event of a draw in a Semi, Preliminary or Grand Final, the match shall be continued for a period of 5 minutes each end, until one of the competing clubs is deemed to be the winner.

#### **Player Eligibility**

For a player to be eligible to play in the finals series he/she must have played 5 games for the team in the current season.

### FINALS SERIES GATE CHARGE

In an effort to assist clubs in covering the costs of running a club the League in 2004 introduced an admission charge to our Finals Series. Each Adult is charged Five Dollars (\$5) entry. The total revenue raised through this admission is passed back to all clubs within the League on a per team percentage amount. Over the past four years the Clubs have found this to be a very positive form of income to assist in their running costs.

## FINALS SERIES GUIDLINES

### **Ground Manager**

Each Final Venue will have League Executive members present. The League Executive member will be the appointed the Ground Manager

### **Admission to Finals**

There is a charge of \$4 per adult Admission Charge to the Finals this year. A ticket will be issued on entry. That Ticket will allow entry to any of the venues on the day of Issue Only. Please ensure people are aware of the charge and that all money raised is returned back to the clubs.

### **Spectators On The Ground**

Spectators will not be allowed on the Ground at any stage during the Finals Series. This means no spectators on the ground Prior to the game, At Quarter Time, At Half Time, At three Quarter Time or at the conclusion of the game.

### **Umpires**

The League will supply all Umpires for Each Game

### **Team Sheets**

All Teams must supply a complete Team List that is to contain Players Surname, First Name and Jumper Number. Team Officials can also be listed on this list.

Team Managers do NOT have to get the Umpires to sign the Team Sheet after the game.

The Team Manager will be given the All Clear from the Ground Manager after the game. Thirty (30) minutes prior to your game starting time Each Team Manager must lodge a completed Team Sheet with the Ground Manager

### **Marshals**

Marshals must stay behind the boundary lines the game is in progress. At quarter time they must keep their supporters off the ground. A role of a Marshal is to control your clubs supporters.

### **Officials Approaching Umpires**

No Officials are to approach the Umpires during the game. Eg:  $\frac{1}{4}$ ,  $\frac{1}{2}$  or  $\frac{3}{4}$  time. If you have any concerns or have a question ask the League Executive member at the ground, they will make any decisions that need to be made.

### **Player and Official Uniforms**

All Officials must wear the correct vests.

All players must wear the correct Uniform. If players are wearing bicycle shorts they must be the same colour as the team shorts or bone in colour.

No T-Shirts to be worn and only correct shorts to be worn. Eg: No wearing shorts with pockets.

### **Trainers**

You are allowed two (2) trainers (One on Each side of ground). Trainers are not allowed to deliver messages, if caught doing this, the runner will replace the trainer. This means the team will not have the use of a runner.

### **Interchange Stewards**

Each team must supply an Interchange steward; both Interchange stewards are to be seated together in the marked areas. Cards are to be signed and returned to the League Official after the game via the Team Manager.

### **Drawn Games**

If the scores are level at the completion of Full Time the ball shall be returned to the centre of the ground and the game will continue for two (2) five (5) minute Halves. Each team shall kick the same direction as they did in the final quarter for the first half. Coaches will not be allowed to address their players.

If Scores are still level after the two five (5) minute halves, the next score shall win the game.

There is no Time On played in the Final Series.

### **Tossing The Coin**

The Umpires will come and toss the coin between the two (2) captains ten (10) minutes before the game starting time.

### **Codes Of Conduct**

Coaches & Team Managers are to ensure all their Players, Spectators and Officials are aware of the Codes Of Conduct and that they adhere to them. As the Finals Series is the Showcase of the League and must maintain a High Standard.

### **Grand Final DVD**

Teams playing in the Grand Final will be required to supply a Commentator for their game, as all games will be Professionally filmed and made available for people to purchase. Team Managers will be required to place orders directly with the filming company.

## FRANKSTON UMPIRES

In 2005 the F&DJFL formed it's own umpiring group to umpire all F&DJFL games. This group is now a very important part of the League and is well supported by the Clubs within the League.

We are always looking for new umpires so if you or anyone else is Interested please contact Bryant Boys on 0439 574 302. It is great fun and good way for people to be involved in the game and receive a little bit of money for doing it.

Umpires meet and train on Tuesday Nights at Kananook Reserve in Seaford commencing at 6pm.

The Umpires are given the opportunity to learn the skills of umpiring and are put through an Accreditation program and assisted in become confident in themselves to be able to umpire older age groups.

An Umpire is paid on a weekly basis for the games they umpired and the costs of getting involved are minimal.

#### ALCOHOL

The League does not allow alcohol to be consumed at any games that come under its control; non compliance will be dealt with harshly. The League acknowledges the problems we have with senior clubs, however properly policed we should not have any off premises drinking.

#### DEVELOPMENT GAMES

Carnival for Under 11 to Under 16. These games are designed to be a development tool and part of our player pathway program linked through our ties with the Dandenong Southern Stingrays. Games are played in around the Queens Birthday weekend. Along with games being scheduled for the July School Holiday break.

The selection criteria for Development squads are explained in Regulation 14.

#### NEWSLETTERS

Newsletters are sent to club secretaries on a regular basis and it is the responsibility of the club secretary to disseminate this information and make sure that appropriate personnel within the club are kept informed on matters directly relevant to them. It is most important that requests and documentation from the League are acted upon in an efficient and timely manner.

#### LEAGUE SPONSORS

The League makes every effort to secure sponsorship from its various suppliers, money raised through these efforts are used for the promotion of our League and keeping cost to clubs to a minimum. All clubs benefit from this sponsorship and as a consequence all clubs are requested to consider our sponsors products.

At this point we would like to thank our major sponsors in

**BENDIGO BANK  
and  
CORE HEALTH.**

#### LEAGUE WEBSITE

The League Website contains all the latest information, scores & results as well as the latest news. Please utilize this resource.

**[www.frankstondjfl.vcfl.com.au](http://www.frankstondjfl.vcfl.com.au)**

## **Regulations**

### **1 Delegates of Member Clubs or Associations**

#### **1.1 Registration of Delegates**

Each Member shall register its delegates prior to the first delegates meeting of the new year, in writing with the League Administration Manager before they shall be entitled to represent such Member Club or Association at any meeting and therefore be eligible to vote.

#### **1.2 Appointment of Proxy Delegate**

Should Registered Delegates be unable to attend a meeting, such Member may appoint a proxy for that meeting. The League Administration Manager must be advised by the Member concerned of the name of the person who will be acting as proxy delegate, prior to the commencement of that meeting. Each Member will be entitled to be represented by only one voting Delegate or Proxy Delegate.

#### **1.3 Representation at Meetings**

Each Member must be represented by the official Delegate (or Proxy Delegate) at each League meeting. An official Delegate or Proxy Delegate who has attended a meeting at time of roll call in the course of such meeting shall be deemed to have attended such meeting.

#### **1.4 Non Attendance at Meeting**

Where a Member Club is not in attendance at a League Meeting and no prior apology has been received by the League Administration Manager a fine will be imposed as detailed in Appendix A)

### **2 Registration and Eligibility of Players**

#### **2.1 Player Registration**

Before any player is eligible to take part in any official League match with their Club, they must be first registered with the League.

The process of this Registration shall be as follows :

Complete a Registration Form provided by the League.

Provide proof of age (Proof of age can be a Birth Certificate, Passport or Health Record).

#### **2.2 Age Limits**

2.2.1 Age limits for players in this League shall be in divisions under the age of 9, 10, 11, 12, 13,14, 15, and 16 on the 1st of January each season.

2.2.2 Players are not permitted to play higher than two years (2yrs) above their age group.

2.2.3 A player must be Seven (7) years of age to be eligible to play in Under 9 football.

## 2.3 Eligibility

- 2.3.1 In event of a Member entering two or more teams in the one age group, players cannot transfer between teams within that club, after their first official match with that club without the prior approval of the League Executive.
- 2.3.2 After having played in an official match for an affiliated club of this league, a player must obtain the prior approval of the League Executive before playing in any official match for another League Member during the same year.
- 2.3.3 Any player who wishes to transfer from any Member to any other Member or Association can only do so by a Clearance form being completed.
- 2.3.4 The process of the Clearance Form is as per regulation 2.6. All Clearances close on June 30<sup>th</sup> each calendar year.
- 2.3.5 If a team has insufficient players in an age group, younger age group players may be played.
- 2.3.6 No player shall play in two matches drawn to be played at the same time of day in any one round of official matches.
  
- 2.3.7 The League Executive shall have the power to suspend indefinitely any team which by the conduct of some or all of its players, team officials, parents or spectators on the day of the game either prior to, during or after the game, show themselves to be unwilling to adhere to League regulations, policies and codes of conduct.
- 2.3.8 The age group of a players first match within a season shall be the youngest age group the player may play for the season except :
  - 2.3.8.1 where the player has taken part in 2 matches on the same day, in their first day of competition, and the higher age group match commenced prior to the younger age group match. The player shall then be eligible for the younger age group for the remainder of that season.
  - 2.3.8.2 where the players first participating match is a higher age group and the lower age group team have a bye or forfeit on that same day. The players next participating days match/es shall include participating in the lower aged team.

## 2.4 Player Eligibility for Finals Series

- 2.4.1 No player will play in any finals match unless they take the field as a player in a minimum of five (5) official home and away matches conducted by the League during the current playing season for the team they represent in the finals that year.
- 2.4.2 The players name, registration number and jumper number must appear on five (5) separate team sheets for the said team during the season;
- 2.4.3 In the case of a player whose name appears on a teamsheet as having taken the field in the official match for the same age group in the week before and or the week after a bye or forfeit, the bye or forfeit will be recorded as an official match for the player except in the case of suspension.
- 2.4.4 Player "on loan" to an opposition team as allowed and who takes the field for that team, will be recorded as having played for their own team provided their names are listed on both team sheets.

2.5 **Player De Registration**

The League Executive shall have the power to instruct the League Administration Manager to refuse registration, suspend registration or de-register a player at any time if:

- 2.5.1 It can be proved that such player was coerced or induced to transfer to the registering Member club after having been, in that season or previous season registered with another member club of the league.
- 2.5.2 Such player is already or subsequently becomes, registered as a player in any other Football League.
- 2.5.3 By their conduct has demonstrated an unwillingness or inability adhere to League regulations, policies and codes of conduct.

2.6 **Clearances Within The Frankston & District Junior Football League**

- 2.6.1 Before any registered player of the League may train with another club, the player must first obtain permission from the Club Secretary or Club Registrar from which the player is currently registered. Confirmation of this must be in writing either by email or letter format.
- 2.6.2 If permission to train is refused a Clearance Form may be lodged and the player must wait for the Clearance to be approved before taking any part with the players new Member club.
- 2.6.3 No Member club official or club member shall approach a player registered to an affiliated Member club within this League without permission of that Clubs Secretary. The League Administration Manager is to be notified in writing by offended Club of any breach of this regulation. Upon receipt of notification the League Executive shall investigate the claims. If the claims are found proven, penalties shall be imposed by the League Executive.



## 2.7 **Under 16 ½ Permit System**

### Purpose

Ensure that eligible and genuine Under 16's play football.

Ensure struggling clubs can obtain numbers for their Under 16 sides.

Give players not ready for Under 18's a chance to develop further.

The aim is to try and maintain a competitive and viable Under 16 competition.

### 2.7.1 **Eligibility**

2.7.1.1 The player must be registered with, and competed in the Frankston & District Football League in the previous year.

2.7.1.2 Teams who have a playing list of 25 or more registered actual Under 16 players will not be eligible to register any over age players.

2.7.1.3 Teams utilising Under 16 ½ Permit System must lodge their playing list to the F&DJFL prior to any permits being issued. The playing list may not be changed without approval of the F&DJFL.

2.7.1.4 Teams with less than 25 on their playing list may register a maximum of three (3) players 16 ½ to give them a playing list of no more than twenty five (25) players in total.

2.7.1.5 Teams may apply to increase the number of 16 ½ Players to a maximum of five (5) players in extenuating circumstances. This must be approved by the F&DJFL Executive. The playing list must not exceed twenty five (25) players in total.

2.7.1.6 All players that are requesting a permit to play Under 16 ½ will be submitted to the F&DJFL prior to any approval being granted.

2.7.1.7 All permits will be reviewed over a four weekly basis.

2.7.1.8 Under 16 ½ Players will be eligible to gain votes for the Pat Rollo Medal.

2.7.1.9 The F&DJFL Executive may grant or revoke a permit at any time.

### 2.7.2 **Ineligibility**

2.7.2.1 Any player who turns 17 prior to 30 June of the current season is ineligible.

2.7.2.2 Under 16 ½ players are not eligible for Interleague selection.

2.7.2.3 Under 16 ½ players involved in a TAC Cup Development squad are ineligible.

2.7.2.4 Under 18 permits will not be issued to any Player registered as a 16 ½ F&DJFL Player.

2.7.2.5 If an Under 16 ½ player is reported and found guilty the permit will automatically be withdrawn.

2.7.2.6 Any Under 16 ½ player receiving two (2) Send Off's (Yellow or Red Cards) through the season will have their permit automatically withdrawn.

## 2.8 **Unregistered / Ineligible Players**

Any team that plays an unregistered or ineligible player in any match shall be treated as having forfeited that match. The team shall also be subject to a fine as detailed in Appendix A.

### **3 Grading**

The objective is to provide teams the most even level of competition possible to maintain and increase participation rates and develop junior footballers through a positive and fair environment.

#### **3.1 Grading Divisions Criteria**

- 3.1.1 Teams who played off in the grand final in U/11 – U/15 will be considered for grading into the higher division the following year.
- 3.1.2 Teams who finished on the bottom two ladder positions will be considered for relegation into the lower division the following year.
- 3.1.3 A team that finishes on top of the ladder and did not play off in the grand final in U/11 to U/15's after completion of the home and away season will be considered for grading into the higher division the next year.
- 3.1.4 Grading of U/11 teams will be based on club submissions and scores from previous years U/10's that are submitted to the league for grading purposes only.
- 3.1.5 Each club must submit with team nominations an indication of the divisions in which they wish to nominate, with any supporting justification.
- 3.1.6 The initial grading of teams is to be on the basis of the agreed guidelines / criteria. Last season performance and information provided by clubs prior to the season. Consideration will include reference to the previous two years performance of teams where decisions are marginal. This is at the leagues discretion.
- 3.1.7 It is possible where clubs have two or more teams in the same age group, grading may result in teams playing in the same division.
- 3.1.8 New merged teams will be considered for the higher division in accordance with point 5 of the grading criteria.

#### **3.2 Re-grading**

- 3.2.1 After round 4, clubs are to contact the league regarding any clear injustices within the competition with supporting justification.
- 3.2.2 The said teams must meet the set criteria after round 4, being no wins.
- 3.2.3 The league will monitor the said teams over the next 2 rounds – attention to which teams they have played.
- 3.2.4 After round 6 the team must have no wins and must have been defeated by a minimum margin of 60 points averaged over the previous 6 rounds..
- 3.2.5 Teams re-grading down from the higher division shall not be eligible to participate in finals.
- 3.2.6 Teams re-grading down from the higher division shall take all percentage points – wins and losses to the lower division.
- 3.2.7 All re-grading will be at the league's discretion.
- 3.2.8 Where there is a clear injustice in the lower competition and there is a requirement for a team to be elevated to the higher division, the team shall receive the average of the top 6 teams in the higher divisions for and against points, percentage and number of wins/losses.
- 3.2.9 Where a team is elevated to a higher division, that team shall be eligible to participate in finals.
- 3.2.10 Any player receiving League Fairest & Best votes in their original division shall have those votes counted to their tally for the new division Fairest & Best award.

## **4 Registered Uniforms**

### **4.1 Clubs Registered Colours**

- 4.1.1 Each club must register its colours with the League Administration Manager and give particulars of the way in which the colours are to be worn, when making application for admission to the league; the sanction of the league must be obtained for any subsequent change of uniform.
- 4.1.2 Any clubs colours and / or jumper / guernsey design must be approved by the League Executive before they may take effect.
- 4.1.3 Any club that changes it's colours and / or jumper / guernsey design shall forfeit their use of the colours / design that were previously in use.
- 4.1.4 A club which ceases to maintain its position as an affiliated, financial member of the league shall no longer retain the right to its colours of the previous year if application for these colours is made by, and approved by the League Executive.

### **4.2 Correct Uniform to be Worn**

- 4.2.1 Each player must wear the colours registered by their club and be numbered. Numbers worn should agree with the numbers listed on the team list. If the same number is worn by more than one player during the course of a match, there should be a note to this effect on the team sheet.
- 4.2.2 Each player must wear a conspicuous number either sewn or worked into the Guernsey. No two players in the same team are to wear the same number, on the field at any one time.
- 4.2.3 The home team shall wear registered shorts and visiting team white shorts unless otherwise approved by the league. The home team is the team first named in the fixture for each match including finals.
- 4.2.4 Where it is determined by the League Executive that jumper / guernsey designs of the two teams of any match are too similar, the away team must provide an alternate set of numbered jumpers for the match.
- 4.2.5 Players will not wear any form of metal stops in their boots.
- 4.2.6 Each player wearing leggings under their shorts must be of a neutral color or match the colour of the team shorts.
- 4.2.7 Players wearing clothing beneath their registered jumper must match the color of the jumper.
- 4.2.8 It is expected that all players wear mouthguards.
- 4.2.9 While policies on the wearing of protective headgear for under 9 under 10 and under 11 players is up to the individual club, it is recommended that such a policy and club supplied helmets be in place..
- 4.2.10 No form of jewelery is permitted to be worn by any player. Jewelery may not be covered or taped – it must be removed before the player may take the field.
- 4.2.11 Where a player is not correctly attired, a fine may be imposed as detailed in Appendix A.

### **4.3 Gloves**

The wearing of Gloves is not permitted in any League game without supporting medical evidence. Upon supplying Medical evidence to the League Administration Manager a supporting letter will be supplied to the club to be produced to verify permission as requested.

## 5 Fixturing of Matches

### 5.1 Starting Date

Premiership matches shall commence on a date determined by the League at the Annual General Meeting.

### 5.2 Number of Matches and Playing Dates

At the Annual General Meeting the league will determine the following for the forthcoming season:

5.2.1 The number of official, including finals matches for each age group

5.2.2 The dates of which the official, including finals matches will be played

### 5.3 Starting Times

The Starting Time for Matches will be on a Sunday at the below listed times:

Under 9 - 9am                      Under 10 – 10:20am                      Under 11 – 11:40am

Under 12 – 1pm                      Under 13 – 1pm                      Under 14 – 2:40pm

Under 15 – 11:40am                      Under 16 – 2:40pm

5.3.1 Any team not ready to commence play at the scheduled time may be subject to the relevant fine, as listed in Appendix A.

5.3.2 Any team not ready to start a match within twenty (20) minutes of the scheduled start time shall forfeit the match and shall have the score of sixty (60) points to nil recorded against them.

5.3.3 It is noted that Under 12 and Under 13 match start time may be effected when an Under 15 match precedes this match, and the requirements of regulations 5.3.1 & 5.3.2 above are to be adjusted accordingly.

### 5.4 Duration of Matches

The duration of Matches shall be as Follows:

Under 9 & 10    Fifteen (15) Minute Quarters No Time On

Under 11 to 13    Fifteen (15) Minute Quarters No Time On

Under 14 to 16    Twenty (20) Minute Quarters No Time On

### 5.5 Change of Date

5.5.1 All official matches of the League, including finals shall be played on Sundays except where the League Executive sanctions or directs that matches be played on other days.

5.5.2 All Official Matches of the League shall be played at starting times as per regulation 5.3, except for Finals, which shall be played at the starting time determined by the League Executive.

### 5.6 Match Venues

All official matches of the League, shall be played at the grounds determined by the League Executive in the construction of the official fixtures except where the League executive sanctions or directs that matches be played at other grounds.

### 5.7 Application for Change of Time, Venue or Date

Members desiring to play (official) matches at times, dates, grounds and or venues other than those specified in the official fixture must make application to the League Administration Manager well in advance of fourteen (14) days giving the reasons in writing for consideration by the League Executive. Such application must be endorsed by the Secretaries of both Members involved in the change that is proposed.

Urgent changes (e.g. due to state of ground) which would result in change of grounds within a venue only may be effected by mutual agreement of both Team Managers of teams involved and the officiating umpire.

5.8 **Abandonment of Matches**

Officiating field umpires, have the power to abandon matches for reasons of misconduct on the part of officials and or players or spectators. Such matches will not be replayed but following an investigation, the League Executive will determine the manner in which any or no match points and percentage will be awarded. In such cases, match documents must be completed and returned showing the score at time of abandonment

5.9 **Premiership Ladder**

In all under 11 matches and over, four (4) points shall be counted for a win and two (2) points for a tie and in the event of any teams in the contest for the final four tying on match points at the conclusion of the official weekly matches, their positions shall be decided on the percentage of points for and against.

5.9.1 For compilation of ladders particularly relating to percentage, a win by sixty (60) points is the maximum winning margin accepted.

5.9.2 Where it is necessary for a bye to be allocated to a team such team shall receive four (4) premiership points and have no adjustment made to points for and against. Provided however, that where a bye is not evenly applied to all teams, then in addition to receiving four (4) premiership points the team unduly effected shall have, on that occasion, their points for increased by the winning average points of that round for that age group and division.

5.10 **Finals Series**

5.10.1 **The Page System**

The first (top) four (4) teams in each age group & division under 11 and above after the home and away games have been completed will play off for the premiership.

5.10.2 **Tie in the Finals Series**

Should a tie take place in any of the finals series matches, two extra five-minute sessions will be played. Teams will kick the same way as they did in the Final Quarter, with teams changing ends at the conclusion of the first session. There will be a 2 minute break between each change, teams are not to be addressed by the coach from the completion of the fourth quarter until the end of the extra time period. Should a tie still eventuate, play will continue until the next score is recorded.

5.10.3 **Spectators**

Spectators and supporters will be excluded from the playing surface at all times.

5.11 **Under 9 & 10 Age Groups**

The under 9 & 10 age groups shall play under the rules of the AFL Junior Match Policy, as detailed in Appendix B.

There shall be no premierships played in the under 9 & 10 age groups.

There shall be no scores kept for the under 9 age group.

The under 9 & 10 age groups shall play a fun day concept as part of the season.

5.12 **Appointment of Umpires**

The League Executive shall arrange appointments of field umpires for all Under 11 to Under 16 matches. Under 9 & Under 10 matches shall be umpired by (regular) club umpires in accordance with the governing body Junior Match Policy.

Where there is not a League supplied umpire present at a match, club supplied field umpires are authorized to officiate.

- 5.12.1 Club supplied umpires will be deemed F&DJFL official umpires and be vested with all the relevant powers and authority for the conduct of the match.
- 5.12.2 There should be one club umpire from each of the competing teams.
- 5.12.3 If one team is unable to supply a club umpire, the match shall proceed under a single umpire situation.
- 5.12.4 The club umpire must be at least 15 years of age and must be at least 2 age groups older than the competing players.
- 5.12.5 The club umpire is to be appropriately attired, wearing a 'white' top and appropriate shorts.
- 5.12.6 The club umpire is to have an appropriate whistle and shall carry the appropriate Red & Yellow cards.
- 5.12.7 Where applicable, the club umpire/s shall confer and complete Under 15 & Under 16 league Fairest & Best voting.

## **6 Match Day Requirements**

### **6.1 Match Footballs**

At the commencement of the season each affiliated team shall be supplied and charge for a Match Football from the League's Preferred supplier;

Footballs are to be the following size for each age group:

Under 9 & 10	Size 2
Under 11 & 12	Size 3
Under 13 & 14	Size 4
Under 15 & Above	Size 5 or Full Size

- 6.1.1 Synthetic all weather footballs are to be used in all Under 9 to Under 12 games. Adverse weather conditions may determine the use of synthetic footballs in older age groups.

### **6.2 Stretchers**

The home club must ensure they supply a stretcher for each game. The stretcher is to be located behind the fence at the Interchange Area. If the stretcher is not supplied, of cannot be readily accessed, or is inappropriate for the situation, the Club shall be subject to the relevant fine, as listed in Appendix A.

### **6.3 Coaches Box**

- 6.3.1 There shall be, space permitting a clearly marked, 5 metre exclusion zone to the left, right and behind the coaches box.
- 6.3.2 The only officials permitted within fenced area and in the marked coach's area are as follows:
  - All interchange players;
  - One (1) Trainer, other Trainer must be spread around the ground;
  - Coach;
  - Team Manager;
  - Runner;

6.4 **Fencing / Ground Marking**

6.4.1 All line marking on grounds should be clearly visible prior to the commencement of any match. Line marking should be in accordance with the requirements of the affiliated body.

6.4.2 Clubs who play matches on grounds that are not fenced are required to provide an additional white line to sufficiently separate spectators from team officials, approximately 3 metres behind the boundary line for the full circumference of the ground. Spectators are not permitted inside this line.

6.4.3 Failure to comply with these requirements may invoke a fine as detailed in Appendix A.

6.5 **Emergency Access**

All access gates must be clear and accessible at all times. Access keys should be readily available during all F&DJFL matches.

6.6 **Alcohol**

No Alcohol is to be consumed at any F&DJFL game.

Incidents are to be reported to the Ground Marshalls and the ground management on the day.

6.7 **Smoking**

No Team Official shall be smoking while in control of the players or the game.

6.8 **Quarter Time Break**

Spectators are not permitted on the ground at the First Quarter Time Break.

6.9 **Weather**

If doubt arises about the playing of matches due to severe weather, the League Executive may choose, at their discretion, to abandon any or all matches within a fixture round. If the Team Manager of a team and / or both teams of an individual match wish to abandon a match due to severe weather, they must obtain permission from the League Executive prior to declaring the match abandoned.

If a match commences and is abandoned by the Umpire due to weather the Rules of Australian Football in regards to Abandonment due to weather are to be followed.

6.10 **Player Numbers**

6.10.1 Where there are Twenty Eight (28) Registered Players of the League in attendance, and qualified to play in the scheduled match, a game must commence

6.10.2 The minimum number of players per side is to be 14.

6.10.3 Where one team has more available players than the other, the team with greater numbers shall provide players to enable an even number of fielded players for each team.

6.10.4 Where the team with the lesser number of players does not accept the additional players, the team with the greater number of players shall be permitted to commence the match with up to 18 players on the field.

6.10.5 If, at any point of the match, the difference in numbers of players on the field is six (6) players, then the match shall be abandoned and the rules that relate to abandoned matches shall apply.

## 7 Team Officials

### 7.1 Responsibilities of Team Officials

The Following will be the responsibility of Team Officials :

- 7.1.1 Ensure they are aware of the League Rules, Regulations and Codes Of Conduct.
- 7.1.2 Abide by the League Rules, Regulations and Codes of Conduct.
- 7.1.3 Team Officials must not handle or interfere with players or officials from the opposing team in any way.
- 7.1.4 Team Officials are subject to the direction of the officiating Field Umpire/s at all times. The League Executive shall also have the power to penalise any Team Official who shows by their record of conduct that they are unwilling or unable to conduct themselves in the manner required of Team Officials by the League Rules and Regulations.

### 7.2 Coach

- 7.2.1 Prior to the commencement of each season each Coach must be registered with the League.
- 7.2.2 All coaches must be AFCA Accredited or have Accreditation completed by round four (4) of the Current Season to be eligible to Coach within the League.
- 7.2.3 It shall be the responsibility of the Coach to ensure that all players who take part in the match for their club are registered.
- 7.2.4 It shall also be the responsibility of the Coach to ensure only the correct number of players are on the field at all times.

### 7.3 Team Manager

Must wear an official blue approved top with Club identification clearly marked.  
Perform duties required as set out in League Handbook.

### 7.4 Runner

- 7.4.1 A runner for each team shall be allowed on the ground during the game.
- 7.4.2 The Runner must wear an official Red approved top with Club identification clearly marked.
- 7.4.3 The Runner must not go on the ground except to give a message to a player and then must immediately run off the ground.
- 7.4.4 The Runner is to escort their teams players from the ground in the event of a Send Off.
- 7.4.5 Team Runners must not run around the playing area or boundary line encouraging players.
- 7.4.6 The Runner must not carry a towel or water bottle.
- 7.4.7 Team Runners must not talk to, handle or interfere with players from the opposing team in any way.
- 7.4.8 The Runner, when not on the field of play must remain within the marked coaches box.
- 7.4.9 In Under 9 competition only, during the first quarter only, the person wearing the runners vest may be either the coach or the runner.
- 7.4.10 In Under 9 competition only, during the first quarter only, the person wearing the runners vest may remain on the field and 'coach' the players of their team.



## 7.5 **Trainers / Water Carriers**

- 7.5.1 All Trainers / Water Carriers must be at least the Age of the Players playing in the Match.
- 7.5.2 All Trainers / Water Carriers must wear the approved Green top with Club identification.
- 7.5.3 There may be up to two (2) trainers/water carriers of which only one Trainer / Water Carrier is permitted in the coaches box, unless an injured player is being attended to. The other trainer / water carrier must be located around the ground at least 20 meters from the coaches area.
- 7.5.4 Trainers / Water Carriers may only be on the ground to hydrate or assist any injured players. And must leave the ground as soon as they have completed their duties.
- 7.5.5 Trainers / Water Carriers must not act as Runners or Coach while on the ground.

## 7.6 **Goal Umpires**

- 7.6.1 Goal umpires must wear a white top.
- 7.6.2 Goal Umpires (Under 11 to Under 16) shall record the scores and check / verify them with the other goal umpire, and the scoreboard, at the end of each quarter, and at the finish of the game. If the scores do not agree they must consult the Field Umpire in an endeavor to reach an agreement.
- 7.6.3 All Club supplied Goal Umpires shall be at least 16 years of age.

## 7.7 **Boundary Umpires**

- 7.7.1 The Boundary Umpire must wear a White Shirt.
- 7.7.2 The Boundary Umpire must follow the instructions as given by the Field Umpire.

## 7.8 **Ground Marshal**

- 7.8.1 The Ground Marshall must wear the approved Yellow top with Club identification.
- 7.8.2 The Ground Marshall for each match must be in control of their own Clubs spectators and officials behavior.
- 7.8.3 Ground Marshalls must be behind the boundary fence during the course of the game.
- 7.8.4 The Ground Marshall is to ensure that the AFL Kids First objectives are being met in relation to Match Day. These are held in the League Handbook.

## 7.9 **Interchange Steward**

- 7.9.1 The Interchange Steward shall record players from both teams who go on and off via the Interchange Area.
- 7.9.2 The Interchange Steward is to monitor the Send Offs from the Field Umpire and determine when a player is allowed to go back onto the ground.

## 7.10 **TimeKeeper**

- 7.10.1 The home team shall supply a timekeeper for each match, and the opposing team may provide an accompanying timekeeper.
- 7.10.2 The home team shall supply an appropriate, clearly audible siren and an appropriate timing device for the TimeKeeper/s. Where the home team fails to do so they may be subject to the relevant fine, as listed in Appendix A.
- 7.10.3 The timekeeper shall have the following duties :
  - To keep time (in accordance with regulation 5.4 – duration of matches).
  - To sound the siren at the beginning and end of each quarter.
- 7.10.4 When to sound the siren :
  - Warning siren, 5 minutes before the scheduled commencement of play, this is to notify the umpires and players to enter the field.
  - When the field umpire enters the field prior to the commencement of each half and holds the ball in the air walking toward the centre of the ground.
  - Prior to each quarter commencing when the umpire blows the whistle and holds the ball in the air.

- When the playing time has lapsed, keep sounding the siren until the umpire indicates the end of play by blowing the whistle and raising both hands in the air.
- **Quarter time interval** - 1 minute after the end of the first quarter to indicate to teams that they must take up their playing positions. Maximum 2-minute break.
- **Half time interval** - 7 minutes after the end of the second quarter to indicate to teams that they must take up their playing positions. Maximum 8-minute break.
- **Three quarter time interval** - 4 minutes after the end of the third quarter to indicate to teams that they must take up their playing positions. Maximum 5-minute break.

#### 7.11 **Team Official Meetings**

The League may call meetings of team officials from time to time. Where a team is not suitably represented, and no apology has been received by the League Administration Manager prior to the meeting, the team shall be subject to the relevant fine, as listed in Appendix A.

#### 7.12 **Approaching Umpires**

- 7.12.1 The Team Manager may approach the umpire at the conclusion of the playing quarters to address concerns or seek clarification; they **must** however be accompanied by the opposing Team Manager.
- 7.12.2 The team captains are permitted to speak to the umpires providing communication is reasonable and confined to seeking clarification or interpretation of a rule, or in an emergency.

## 8 **Match Documents**

### 8.1 **Teamsheets**

- 8.1.1 The Team Manager must provide a Teamsheet listing the Surname (in BLOCK letters), Christian name, league registration number and jumper number of each player who actually took the field during the game. The Teamsheet must be in Surname alphabetic order;
- 8.1.2 The names (first name & surname) of all Officials of the team on that particular day for that particular match, must appear on the team sheet.
- 8.1.3 Any listed player or official who does not take their place in the game must be deleted / crossed out from the team sheet. Any player or official who is not originally listed on the team sheet must be written on the team sheet (in the prescribed area).
- 8.1.4 No additions or alterations are to be made to the team sheet after the Half Time break.
- 8.1.5 No additional players may take the field if they are not added to the team sheet prior to the end of the half time break.
- 8.1.6 The Team Manager will provide the opposing Team Manager with a (signed) copy of the team sheet (with alterations) prior to the start of the third quarter.
- 8.1.7 The team sheet will be made available to the umpire/s at the conclusion of the match, at their request.
- 8.1.8 Under 15 & Under 16 Only. A list of all players names and jumper numbers (as worn in the match) will be made available to the umpire/s at the conclusion of the match, to enable them to record their League Fairest & Best votes.

### 8.2 **Match Day Checklist**

- 8.2.1 Match Day Checklist is to be completed by both Team Managers prior to the commencement of each game.
- 8.2.2 The checklist must be signed by the Team Managers of both clubs to allow the game to commence.

### 8.3 **Goal Umpires Card**

- 8.3.1 Goal Umpire should record each score after it has been registered
- 8.3.2 Scorecards should be checked with the other goal umpire at the end of each quarter.

### 8.4 **Interchange Steward Card**

- 8.4.1 The Interchange Steward card is to record player movements on and off the field, and all match start and finish times.
- 8.4.2 The completed Interchange card is to handed to your Team Manager at the end of the match.

### 8.5 **Report On Umpire**

- 8.5.1 The completion of an Umpire Report Form is optional.
- 8.5.2 The Report must be constructive

### 8.6 **Return of Match Documents to League**

- Prior to the commencement of the season the League Executive shall advise all Members of the procedure for the lodgment of paperwork for the current season.
- 8.6.1 It is the responsibility of the Home team, Team Manager to collect all relevant match paperwork, and forward this to the league by 6.00pm each Sunday evening of the season.
  - 8.6.2 A team that fails to lodge match paperwork on time shall be subject to the relevant fine, as listed in Appendix A.
  - 8.6.3 Should the match paperwork submitted by a team be incorrect or incomplete, the team shall be subject to the relevant fine, as listed in Appendix A.

### 8.7 **League Handbook**

The League, prior to the start of each season, shall provide each team with a League Handbook.  
This Handbook will contain procedures and policy to be followed.

## 9 **Order Off Rule & Reports**

### 9.1 **Players**

- 9.1.1 The field Umpire may at his/her own discretion order off and / or report a player for a breach of the Rules. The field umpire may stop play if the order off is in the vicinity of play or, in the case of two (2) field umpires, play may continue with the second umpire controlling the game. In either case the player must be informed of the send off, either verbally or by the Showing of the appropriate card. The team runner must be told by the Field Umpire why the player is being sent from the field. The runner must not enter into any discussion with the umpire, if so he will be liable to be reported. The player must return to their coach's box immediately upon being sent off. The Interchange Stewards are the sole judges in determining when the penalty time has elapsed, such player may then return to the playing arena.
- 9.1.2 Any player ordered-off under a yellow card may not be replaced or return to the field for a period of fifteen (15) minutes playing time.
- 9.1.3 Any player ordered-off under a red card or reported, shall take no further part in the match and may not be replaced for a period of fifteen (15) minutes playing time.
- 9.1.4 Should a player refuse to leave the ground when ordered-off the field umpire shall advise the team manager of both teams that unless such player leaves the ground, the match shall be abandoned and full match points awarded to the opposing team along with the maximum winning margin.

## 9.2 **Officials**

- 9.2.1 The field Umpire may at his/her own discretion order off and / or report a team official for a breach of the Rules. The field umpire may stop play if the order off is in the vicinity of play or, in the case of two (2) field umpires, play may continue with the second umpire controlling the game. In either case the official must be informed of the send off, either verbally or by the Showing of the appropriate card.
- 9.2.2 Any official ordered-off under a yellow card may take no part in an official role for a period of fifteen (15) minutes playing time.
- 9.2.3 Any official ordered-off under a red card may take no further part in an official role for the remainder of the match.
- 9.2.4 Should an official refuse to relinquish their role when ordered-off the Field Umpire shall advise the team manager of both teams that unless such official does so, the match shall be abandoned and full match points awarded to the opposing team, along with the maximum winning margin.
- 9.2.5 Yellow card penalty may not be applied to the roles of boundary umpire, goal umpire, interchange steward or marshal. These roles are subject to red card penalties only.
- 9.2.6 The roles of coach, team manager, runner and trainer / water carrier may not be replaced during the yellow or red card penalty period.
- 9.2.7 The roles of interchange steward and marshal should be replaced by the team immediately. Failure to replace these roles shall incur a fine, as detailed in appendix A.
- 9.2.8 The role of boundary umpire should be replaced immediately. Failure to do so shall result in a free kick being awarded to the opposing team on each occasion that the ordered-off boundary umpire would normally be required to return the ball into play Failure to replace this role shall incur a fine, as detailed in appendix A.
- 9.2.9 The role of goal umpire must be replaced immediately. Should the penalized team be unable to provide a replacement goal umpire the Field Umpire shall advise the captain of both teams that unless such official does so, the match shall be abandoned and full match points awarded to the opposing team.

## 9.3 **Suspension of Players / Officials Due to Multiple Send Off's**

- 9.3.1 Any player / official who is ordered-off the ground twice or more in the same match will automatically incur a one-week suspension.
- 9.3.2 If any Player / Official is sent off three (3) times in the one season the player / official shall receive an automatic one-week suspension. Any further send-offs will require the player / official to appear before the League Executive.

## 9.4 **Power To Report**

- 9.4.1 Members of the League Executive shall act as stewards and shall have the power to report players or officials for on or off field offences. This Report can be in the form of a Report form or by written letter. These Reports will be dealt with in the same manner as Umpire Reports and referred to the Independent Tribunal.
- 9.4.2 The League Executive shall have the power to instruct the League Administration Manager to refuse registration or suspend the match permit of a player at any time if by their record of conduct has demonstrated an unwillingness or inability to participate in football in a sportsmanlike manner.

## 9.5 **Prescribed Penalties**

Any player reported may, as shown on the Report sheet, accept a Prescribed Penalty for their infringement. All parties listed on the Report sheet must agree on the Set Penalty being accepted by the charged player.

## **10 League Fairest & Best Awards**

- 10.1 The League shall award Fairest & Best in the Under 15 & Above Age Groups Only.
- 10.2 These Awards will be voted on by the Field Umpires of each match with the Three, Two, One (3,2,1) Voting System.
- 10.3 The Following Awards will be given to the highest vote getter/s in each division.
- 10.4 The Fairest & Best in the Under 15 Age Group will be known as the "Alan Wickes Medal"
- 10.5 The Fairest & Best in the Under 16 Age Group will be known as the "Pat Rollo Medal"

## **11 Code of Conduct**

The League shall adopt the Policy of its governing body in regards to Codes Of Conduct and member clubs shall be responsible for implementing and complying with those requirements.

- 11.1 Where there is a requirement under such policy that a member club perform tasks or appoint person/s to specific roles the member club shall provide the League written details of the action taken and / or person appointed no later than 2 weeks prior to the first round of that that season.

## **12 Governing Body – Policies & Regulations**

The League and Members shall be subject to the Policies and Regulations of the League's governing body/ies. Where appropriate, those Policies and / or Regulations shall be detailed in the League Handbook for the current season.

## **13 Fines**

The Fines of the League are listed in Appendix A..

## **14 Representative / Development Squads**

Eligibility – If you have no team in the age group, you can play your right age group, If you play less games in your age group than in another age group, you can't play.

### **14.1 Under 9 & 10**

There shall be no Representative / Development Squads for the Under 9 & 10 Age groups.

### **14.2 Under 11 to 13 Age Groups**

- 14.2.1 Squads shall consist of no more than Twenty-Four (24) Players
- 14.2.2 Clubs are to nominate Players. The number of Players to be nominated shall be determined by the League Executive
- 14.2.3 The Squad shall consist of at least one (1) player from each affiliated team, unless that team's club declines to nominate a representative
- 14.2.4 The Team shall not consist of more than three (3) players per Club unless the club has 4 teams, then they can have one each affiliates greater than three teams thus one player per team in permitted.
- 14.2.5 All players shall play a minimum of two quarters (2/4) of any match
- 14.2.6 Any additional players shall be determined by the League Portfolio responsibility.

### 14.3 Under 14 & Above Age Groups

- 14.3.1 Squad shall consist of no more than Thirty (30) Players
- 14.3.2 The League shall provide each club with a list of their players from which the club can select the player to represent their club in the squad. The number of Players to be nominated shall be determined by the League Executive
- 14.3.3 The Squad shall consist of at least one (1) player from each affiliated team, unless that team's club declines to nominate a representative
- 14.3.4 All players shall play a minimum of two quarters (2/4) of any match they are selected in
- 14.3.5 All Squad members must take part in at least fifty percent (50%) of the Gazetted program.

### 14.4 Coaches & Team Officials

All Coaches and Officials for Representative / Development Squads will be appointed by the League Executive.

## 15 Working With Children

- 15.1 The League and all member clubs shall meet the requirements of the Working With Children legislation and / or the Leagues affiliated body, whichever has a higher requirement.

Appendix A

## Fines

Non Attendance at League Meetings	\$50
Non-Attendance to Team Officials Meetings (i.e.: Coach, Team Manager, Ground Marshal)	\$50per Person. Max \$250
Late Lodgment of Match Day Paperwork	\$20per Game Max \$100
Match Day Paperwork Incorrect or Incomplete	\$20 per Item
Where provided, Coaches & Interchange Shelter Not Available	\$50 First Offence.
Subsequent \$150	
Stretcher Not Available in Correct Area	\$200
Appropriate Siren and Time Device not Available	\$50 First Offence. \$150 Subsequent Offence
Where provided, Change Rooms Not Available	\$50 First Offence. \$150 Subsequent Offence
Ground Not Marked	\$50 First Offence. \$150 Subsequent Offence
Team Officials Not Correctly Attired	\$25 First Offence. \$50 Subsequent Offence
Player Not Correctly Attired	\$10 per Player
Playing an Unregistered Player	\$100 plus Match Pts & %
Playing an Ineligible Player	\$100 plus Match Pts & %
Failure to supply Club Field Umpire.	\$50
Team not ready to commence game at scheduled time.	\$50

## Appendix B

# Junior Match Policy

### 1. Playing Field

Normal Playing ground

### 2. Ball Size

A Synthetic Football – 9–10 year olds. Size 2

### 3. The Team

Maximum 18 players per team on the field. Teams must play with even numbers on the playing field.

### 4. Player Rotation

Players must rotate every quarter to provide opportunities in several positions.  
I.e. Interchange->Backs->Centres->Forwards->Interchange

### 5. Playing Time

4 x max 15-minute quarters

### 6. Start of Play

- (a) Ball up between 2 centre players.
- (b) Players should be approx. equal size.
- (c) Within centre zone, max. 3 players from each team closer than 10m from ball up

### 7. Ball Up Contests

Players contesting a ball-up (ruck play) may not grab the ball and play-on; i.e. they cannot take full possession of the ball. Player must knock, palm or punch the ball to a team mate or open ground, and may not play the ball again until it has either been touched by another player or hits the ground.

### 8. After a Goal

As in 6. Different players each time.

### 9. Out of Bounds

- (a) From a kick. Kick generally awarded to nearest opponent. This is also an opportunity for the Umpire to give a possession to a player who may not have had as many opportunities as others.
- (b) If in doubt as to which team kicked the ball. Ball up 5m in (rule 7).
- (c) Off hands or body, ball up 5m in.

### 10. Ball Transition

When ball is in the transition from back zone to forward zone, it must be touched by a player in the mid zone. Failure for this to occur will see a free kick awarded to the opposition team at the point at which the ball entered the zone.

### 11. Scrimmage

Umpire stops play. Send players back to positions and ball up (rule 7).

### 12. Possession Rule

The ball is possessed by the act of controlling it by catching it, grabbing it, or placing two hands on it when it is on the ground. Once the ball is possessed, other players may only attempt to block by standing in the path of, or legally bump the opponent with the ball. Decide doubtful cases with ball ups.

## Junior Match Policy (Continued)

### 13. Tackling

Players cannot hold an opponent with their hands, knock the ball out of an opponents possession or push a player in the side (refer to bumping).

### 14. Bumping

Before Possession:

A restrained side bump, provided the ball is within 5 metres, is acceptable.

Player in Possession:

After being bumped the player must dispose of the ball within 3 steps or 3 seconds.

Player safety is paramount

### 15. Barging

No barging, fending off or chopping past opponents is allowed. A free kick awarded

### 16. Stealing/Smothering

Not Allowed

### 17. Shepherding

Player not permitted to push, shoulder or block opponent not in possession of the ball

### 18. Mark and Playing On

A mark is any reasonable attempt to catch the ball directly from a kick of another player irrespective of distance travelled. Playing on allowed

### 19. Bouncing the Ball

Player is permitted to bounce the ball only once then dispose of the ball

### 20. Distance Run

Whilst a player in possession of the football is moving, the player must bounce the ball within 10m, irrespective if that player is running in a straight line or otherwise. As above – one bounce only.

### 21. Kicking Off the Ground

Not permitted to deliberately kick the ball off the ground.

### 22. Order off Rule

To be applied. Penalty time up to umpire's discretion or local rule. Bad language, poor sportsmanship and disputing umpiring decisions is unacceptable and should be actively discouraged by coaches and umpires.

### 23. Distance Penalty

A player can be awarded 10m advancement towards their goals if, after a mark or free kick if the umpire is of the opinion that an opposing player hinders that player. This includes: overstepping the mark; wasting time; using abusive language/behaviour; etc.

The teaching role of coaches and umpires should still be paramount at this age group.

### 24. Staying in position

To stop congestion, umpire to instruct players to stay in zone

### 25. Coaches

Must be accredited to level One Coaching Accreditation standard.

### 26. Spirit of the Game

Umpires to instruct players on rules and procedures.

Players, coaches and umpires to shake hands. Umpires to be acknowledged and thanked by teams

### 27. The Game

No premiership points, no finals, no ladders, no match results, names of players published, skill clinics, carnival days. No representative teams

### 28. Awards

Participation, effort, skill and goal achievement

### 29. Clearances

Automatic clearances

### 30. Tribunal

No tribunal, discipline left in hands of club or league.

### 31. Other Rules and Laws

As per AFL Laws of Football and VCFL Rules.



## Appendix C

### The Frankston & District Junior Football League THE RACIAL AND RELIGIOUS TOLERANCE POLICY

#### Section 1 Commitment

- 1.1. The Frankston & District Junior Football League is committed to an environment which promotes racial and religious tolerance by prohibiting certain conduct and providing a means of redress for victims of racial and religious vilification and/or racial discrimination.
- 1.2. The League is bound by the Racial and Religious Tolerance Act 2001 (Vic), the Racial Discrimination Act 1975 (Cwlth), and the Equal Opportunity Act 1995 (Vic) (**the legislation**). This Policy is consistent with the legislation and the Australian Football League's Rule 30 and the Victorian Football League's Rule 7.3. This Policy is not in substitution of the legislation.
- 1.3 The League will ensure that this Policy is communicated to spectators and participants of the League. It will also ensure that participants of the League receive anti-racial and religious vilification and racial discrimination training on an annual basis.
- 1.4 Nothing in this Policy prevents a person lodging a complaint in relation to racial and religious vilification and/or racial discrimination under the legislation. In the event a complaint is made under this policy the League shall ensure that the parties are informed of their rights

#### Section 2 Definitions

In this Policy-

**"complaints process"** means the procedure outlined in sections 6, 7 and 8 of this Policy.

**"Club"** means any football Club that is a member of the Frankston & District Junior Football League.

**"engage in conduct"** includes use of the internet or email to publish or transmit statements or other material.

**"League"** means the Frankston & District Junior Football League.

**"detriment"** includes humiliation and denigration.

**"discrimination"** means for the purpose of this Policy, conduct based on a person's race, religion, colour, descent or national or ethnic origin. Discrimination may be direct or indirect.

**Direct discrimination** means treating or proposing to treat another person less favourably on the basis of a person's race, religion, colour, descent or national or ethnic origin.

**Indirect discrimination** means imposing or intending to impose a requirement that a person of a particular race, religion, colour, descent or national or ethnic origin cannot comply with, but which a higher proportion of people without that attribute (or with a different attribute) can, when it is not reasonable in the circumstances to do so.

**"participant"** includes a player, director, officer, employee, volunteer to and agent of a Football Club that participates in the League.

**"spectator"** is a person that attends a football game or event conducted by a Club or the League.

## Racial And Religious Tolerance Policy (Continued)

### Section 3 Prohibited Conduct

- 3.1 Racial and Religious Vilification  
No person in his/her capacity as a spectator or participant in the League in the course of carrying out his/her duties or functions as or incidental to being a participant in the League shall engage in conduct that offends, humiliates, intimidates, contempts, ridicules, incites, threatens, disparages, vilifies or insults another person on the basis of that person's race, religion, colour, descent or national or ethnic origin.
- 3.2 Serious Racial and Religious Vilification  
No person in his/her capacity as a spectator or participant in the League in the course of carrying out his/her duties or functions as or incidental to being a participant in the League shall intentionally engage in conduct that he/she knows is likely to incite hatred against another person, or threaten physical harm or incite hatred in others to cause physical harm to a person or to a person's property because of that person's race, religion, colour, descent or national or ethnic origin.
- 3.3 Racial and Religious discrimination  
No person in his/her capacity as a spectator or participant in the League in the course of carrying out his/her duties or functions as or incidental to being a participant in the League shall engage in conduct that discriminates, directly or indirectly against another person on the basis of that person's race, religion, colour, descent or national or ethnic origin.
- 3.4 Victimisation
- 3.4.1 No person in his/her capacity as a spectator or participant in the League in the course of carrying out his/her duties or functions as or incidental to being a participant in the League shall victimise another person.
- 3.4.2 A person will victimise another person (the victim) if:
- (a) the person subjects or threatens to subject the victim, or a person who acts as a witness, to any detriment because the victim (or a person associated with the victim) intends to or has lodged a complaint in contravention of this Policy; or
  - (b) the person assists, requests, induces, encourages or authorises another person to subject the victim, or a person who acts as a witness, to any detriment because the victim (or a person associated with the victim) intends to or has lodged a complaint in contravention of this Policy.

### Section 4 Authorised Persons

- 4.1 The League will appoint a Complaints Officer (**the League's Complaints Officer**) to ensure that any breach of this Policy is responded to in an equitable and prompt manner.
- 4.2 The League shall appoint an Authorised Person as the senior decision-maker in the League's Complaints Process. Should the Authorised Person be absent for a significant period, he/she must nominate a person to act on his/her behalf should the process need to be enacted.

### Section 5 Confidentiality and Records

- 5.1 Confidentiality must be maintained throughout the complaints process. All parties to a complaint, the Authorised Person (or Delegate), the League's Complaints Officer, any witnesses and the Conciliator must all agree, in writing, to the maintenance of confidentiality. No person involved in the complaints process shall publicly comment on any aspect of the complaints process without the prior written agreement of all parties.
- 5.2 The League shall ensure that any documents relating to a complaint shall remain confidential and be retained for 7 years from the date that the complaint is made.

## **Racial And Religious Tolerance Policy (Continued)**

### **Section 6 Inter Club Breach of the Policy**

In the event that it is alleged that a spectator or participant has contravened this Policy:

- 6.1 An Umpire, spectator or participant of the Club may by 5.00pm on the first working day following the day on which the contravention is alleged to have occurred, lodge a complaint in writing with Complaint's Officer of the Club;
- 6.2 The Complaint's Officer of the Club where the complaint was made shall, by 5.00pm on the next working day following the day that the complaint was lodged with the Club, lodge the complaint with the League's Complaints Officer;
- 6.3 The Club's Complaints Officer will take no further action once the complaint has been lodged with the League unless otherwise instructed by the League's Complaint's Officer.

### **Section 7 Management of Complaints**

The League's Complaints Officer shall:

- 7.1 Make every effort to ensure that:
  - 7.1.1 Confidentiality is maintained at all times during the complaints process and that the outcome of the complaints process remains confidential;
  - 7.1.2 Any breach of confidentiality is referred to the Frankston & District Junior Football League's Tribunal no later than 5pm on the next working day following the day that the breach is discovered;
- 7.2 Inform the person alleged to have contravened the Policy of the complaint, the complaint procedures and provide that person with an opportunity to respond to the complaint;
- 7.3 Inform only the President of the League or Nominee, that a Complaint has been received by the Complaints Officer;
- 7.4 Obtain written statements from any witnesses identified by both parties to the complaint;
- 7.5 Where available, obtain any other evidence;
- 7.6 Make available any witness statements or any other evidence obtained in the course of investigating a complaint to both parties, with an opportunity to comment, as part of the conciliation process or prior to a tribunal hearing.
- 7.7 Arrange for the complaint to be conciliated, by a conciliator agreed upon by both parties except when the complaint is referred to the League's Tribunal in accord with clause 7.9.2 and 7.9.3 herein.
- 7.8 Take all steps necessary for the complaint to be conciliated within 10 working days from the day on which the incident is alleged to have occurred;
- 7.9 Refer the complaint to League's Tribunal:
  - 7.9.1 When the Complainant informs the Complaints Officer that the matter has not been resolved through conciliation. The Complaints Officer will if requested by the Complainant within one working day from the day on which the conciliation failed, take all steps necessary for the complaint to be referred to League's Tribunal in accordance with clause 8.2 herein.
  - 7.9.2 When both the League's Complaints Officer and the Authorised Person have determined that the complaint was lacking in substance and/or was made vexatiously;
  - 7.9.3 When both the League's Complaints Officer and the Authorised Person determine that under sections 24 or 25 of the Racial and Religious Tolerance Act 2001 (Vic) the complaint could be considered as "serious", he/she will take all steps necessary for the complaint to be referred to the League's Tribunal within 5 working days from the day on which the incident is alleged to have occurred;
- 7.10 Ensure that any time limit referred to in this Policy may be extended by the League if in the opinion of the Authorised Person of the League it is just and equitable to do so;
- 7.11 Ensure that where a matter is resolved by conciliation the only public statement that shall be made shall be agreed to by both parties to the complaint and the Authorised Person and that the terms of any settlement are finalised to the satisfaction of the complainant and respondent and signed by the parties and the conciliator.

## **Racial And Religious Tolerance Policy (Continued)**

### **Section 8 League Tribunal Process and Penalties**

- 8.1 The League's Tribunal will be constituted in accordance with the rules and regulations of the League.
- 8.2 Where a complaint is referred to the League's Tribunal pursuant to clause 7.9.1 of this Policy or as a result of a referral from a Club's Complaint Officer arising from an intra club breach, the Tribunal will hear the complaint within 5 working days of the complaint being referred.
- 8.3 The League's Tribunal has the power to order any reasonable penalties or directions for breaches of this Policy as are allowable under the rules and regulations of the League in force at the time of the hearing.
- 8.4 If found to have contravened this Policy a Club may be vicariously liable for conduct engaged in by a participant acting as the club's agent or employee, if the Club is unable to establish that it took reasonable precautions to prevent the participant from engaging in that conduct.

### **Section 9 Appeals from the League Tribunal**

- 9.1 Where a complainant or respondent is unsatisfied with the decision made by the League Tribunal, either party may request that the Club's Complaints Officer request that Football Victoria establish a panel to hear an appeal from the decision made by the League Tribunal.
- 9.2 The Club's Complaints Officer must lodge the appeal within 5 days of the League Tribunal's decision together with a bond of \$550 (inclusive of GST) made payable to Football Victoria. 20% of the bond will be retained by Football Victoria as an administrative levy.
- 9.3 The panel to hear and determine the appeal will be comprised of 3 representatives of Football Victoria's Appeals Board or Football Victoria's Independent Panel.
- 9.4 The panel established to hear and determine the appeal has the power to order any penalties or directions which it decides are reasonable in the circumstances. Such penalties may include a monetary fine and/or exclusion from attending or participating in any football matches conducted by the League for a period of time.

### **Section 10 Monitoring and Review of the Policy**

The Policy will be monitored on an ongoing basis by the League's Executive.

### **Section 11 Policy Commencement**

This Policy was passed at a Special General Meeting of the League and will take effect from the fifteenth of March 2005.