

SOUTH AUSTRALIAN WOMEN'S FOOTBALL LEAGUE APPLICATION FOR AFFILIATION SEASON 2015 (PART 2)



Please be aware that this document contains extractions from the SAWFL By-Laws and policies with the intention of drawing attention to some of the most contentious issues that may affect clubs from season to season. Clubs must also ensure that they are familiar with the most recent version of the SAWFL By-Laws and the related policies and forms, which are all available at www.sawfl.org.au

CLUB NAME

..... Football Club.

REQUIREMENTS FOR NEW TEAMS

Clubs that have nominated on Part 1 of the SAWFL Affiliation Form to enter a new team into any competition for Season 2015 must:

(a) Have the minimum number of players registered on their FootyWeb account by 31st January 2015. There must be at least:

- 18 age-appropriate players registered for an Open Women's team
- 12 age-appropriate players registered for an Under 18 Girls team
- 9 age-appropriate players registered for an Under 15 Girls team

Failing to register the minimum number of players by the due date may result in your team being removed from the competition.

(b) Supply the location of its oval/s, change rooms and club rooms below.

Pre-Address/ Oval Names	
Address	
Suburb	
Postcode	

HOME GAMES

Does your club support hosting double and/or triple header games at your home ground in 2015 where possible?

Open Women	Under 18 Girls	Under 15 Girls
Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>
No <input type="checkbox"/>	No <input type="checkbox"/>	No <input type="checkbox"/>
Comments		

REGISTRATIONS & TRANSFERS

It is compulsory for all players and officials, including Team Managers, Coaches, Sports Trainers and Runners, and where possible the Water Carriers, Volunteers and Umpires, to be registered with The League on the League's online data management system, FootyWeb, in order to participate in any match organised by The League.

It is compulsory for all players and officials, including Team Managers, Coaches, Sports Trainers and Runners, and where possible the Water Carriers, Volunteers and Umpires, to be registered with The League on the League's online data management system, FootyWeb, prior to playing/participating in their first club game in each season.

A player desiring to register as a player of The League and whom has played an official match in any other Australian Football league, association or Member Club shall request and obtain a transfer from the league, association or Member Club where such player was last registered.

A Member Club of The League is not permitted to accept the transfer of more than five players from other Member Clubs of The League during the period of 1st October to 30th September in any year.

A Member Club of The League is not permitted to accept the transfer of more than two players from any one Member Club of The League during the period of 1st October to 30th September in any year.

Exemptions to Sections 9.5 and 9.6 may apply in special circumstances or in the case of hardship, which shall be directed to The League in writing. Such application for exemption will be either accepted or denied by The League at its discretion.

Any player registration and transfer form shall be lodged into FootyWeb and cleared by the other league, association or Member Club, prior to a player playing a match in The League.

All transfer applications shall be lodged into FootyWeb during the period from the 1st day of February to the 30th day of June in the year in which the transfer application is sought.

A player who is required to obtain a transfer shall complete and sign in their own handwriting a Player Registration and Transfer form (Annex G of the SAWFL By-Laws), and if such player is under 18 years of age, the form shall also be signed by a parent or guardian of the player.

A transfer shall be accepted or declined through FootyWeb within six clear business days, inclusive of the days from when the transfer was requested.

The only reason a clearance may be declined is if the player is unfinancial to its previous Member Club or the Member Club in which the player is transferring to has reached or exceed its limit of player transfers.

Should the releasing Member Club not respond to the transfer request within the time specified in Section 9.11, the player shall be deemed to have been transferred in accordance with Section 9.

Where it is not possible for a player to obtain a transfer under Section 9 because the club, league, association or previous SAWFL Member Club with which the player was last registered has ceased to exist, The League may authorise the transfer of that player.

A player or official, including team managers, coaches, sports trainers, runners, water carriers and volunteers, who is under suspension or disqualification imposed by any other league or association shall be eligible for registration as a player or official of The League but shall be ineligible to play in The League until such disqualification or suspension has:

- a) Expired within the league or association from which the player seeks the transfer.
- b) Been suspended.
- c) Been annulled by such other league or association.

It shall be each Member Clubs' obligation to ensure that:

- a) The Parent/Guardian's permission has been received for all players aged under 18 years of age via the FootyWeb online registration system.

- b) All players are registered and transferred in accordance Section 9.
- c) Proof of registrations, transfers and/or Parent/Guardian consent is provided at the request of The League within 48 hours of such request.
- d) All players and officials including Team Managers, Coaches, Sports Trainers, Runners, Water Carriers, Volunteers and Umpires adhere to the Code of Conduct (Annex B) standards required by The League.

The League may impose a fine and/or penalty including but not limited to the loss of any premiership points and/or any scores kicked if any Member Club and/or player:

- a) Lists incorrect information on a player's Player Registration and Transfer form or provides incorrect information into FootyWeb.
- b) Does not register or transfer/clear a player in accordance with Section 9.
- c) Plays a player in a match whom has not been registered or transferred/cleared in accordance with Section 9.
- d) Plays a player in a match whom has been suspended, does not meet the age requirements for the competition as prescribed in Section 11, or is not eligible to play in the match (e.g. in the major round).

The League shall be entitled to withdraw or rescind a player registration or transfer.

ACCREDITATION OF OFFICIALS

The appointed coach of each team of all Member Clubs shall have SANFL Level 1 Coaching Accreditation within 12 months of a SAWFL coaching appointment. If an appointed coach continues to coach having not obtained the necessary accreditation as prescribed in Section 8.1, The League shall have the power to impose a penalty or fine upon the unaccredited coach and/or such coach's Member Club.

An appointed sports trainer of any team of any Member Club shall have a current Senior First Aid, CPR Certificate and Level 1 Sports Trainers Accreditation at the commencement of the current season. If an appointed sports trainer has not obtained the necessary accreditation as prescribed in Section 8.3, The League shall have the power to impose a penalty or fine upon the unaccredited sports trainer and/or such sport trainer's Member Club.

A Member Club umpire shall obtain a Level 1 Accreditation once such umpire has umpired five or more SAWFL games.

All persons who are, or will be, appointed to an official role within a Member Club including:

- a) Committee Members,
- b) All Coaches,
- c) Team Managers,
- d) Sports Trainers, and
- e) Any other Match Day Official

must, upon their appointment to such role, successfully complete and obtain an accreditation certificate through the online Play By The Rules 'Child Protection' & 'Harassment and Discrimination' training (link to training website: <http://www.playbytherules.net.au/component/content/article/45-online-learning/1303>)

If a person appointed to an official role has not obtained necessary accreditation as prescribed in Section 8.6, The League shall have the power to impose a penalty or fine upon the unaccredited person and/or such person's Member Club.

A Member Club shall provide proof of accreditation for its coaches, sports trainers and persons appointed to official roles at the request of The League within 48 hours of such request.

In accordance with Section 32 of the SAWFL By-Laws all Member Clubs are required to conduct an assessment of the criminal history of every person who is, or will be, engaged to work with children in the club and its affiliated associations. As part of this process, persons within a Members Club may be required to obtain a National Police Certificate before being appointed to a role. Refer to Section 32 of the SAWFL By-Laws for requirements.

HOME CLUB MATCH DAY FORMS

The home Member Club shall provide the following to The League on the Monday after the completion of a match played:

- a. The Team sheet from both competing teams
- b. The Umpires' Best & Fairest Voting slip in a sealed envelope
- c. One official scorecard
- d. Interchange cards if a player leaves the playing field for a Category A offence, a Category B offence, on a stretcher or because of the Blood Rule
- e. Any Category A Report
- f. The Central Umpires' Report Form

Each Member Club in every competition is required to retain a copy of the above listed (a) and (c) until the 1st of November of each playing season.

Fines may apply for not supplying the required match day forms as listed above to The League.

UNIFORMS

Upon The League approving a club's application for renewal/admission to The League, the colour and design of the uniform disclosed on the affiliation form shall be deemed to be the registered uniform of that Member Club.

Any changes of a Member Club's uniform, or any additional new uniform/s, must be submitted to The League prior to the 28th day of February in that particular season and shall be approved by The League.

Any special round uniform must be submitted to The League at least 14 days prior to the match special round match being played and shall be approved by The League.

Unless The League determines otherwise, each and every player participating in a match of The League shall wear the registered uniform of their Member Club.

Players representing Member Clubs during matches of The League shall wear approved SAWFL licensed apparel.

The playing number shall be securely fixed to the back of all players' guernseys for all matches of The League.

All Member Club playing apparel shall be purchased through the approved SAWFL licensed apparel partners.

All Member Club playing apparel (guernseys, shorts, socks) shall be designed as per the specifications below.

- a) The League and/or Competition sponsor logo/s in full colour shall be positioned on the guernsey, shorts and socks in accordance with the SAWFL Playing Apparel Design Requirements document available from The League or at www.sawfl.org.au
- b) Guernseys: The SAWFL logo in full colour shall be positioned on the front right side of the guernsey.
- c) Shorts: the SAWFL Logo in full colour shall be placed on the side panel.
- d) Socks: The SAWFL logo shall be half way up the sock from the start of the ankle including the turn down or foot. The SAWFL Logo shall be placed on both sides of the sock and not on the front or back of the sock.
- e) All playing apparel shall be badged with the South Australian Community Football League (SACFL) logo.

The League may impose a fine upon a Member Club for each player infringing any provisions of Sections 5.2, 5.3, 5.4, 5.5, 5.6, 5.7 and 5.8.

UNIFORM CLASHES

A Member Club shall have a uniform design approved by The League to differentiate it from that of another Member Club's uniform.

In the event of The League determining that uniforms of any two Member Clubs playing each other in any official match of The League clash, the provisions of Section 6.3 shall apply.

Where the colours of the shorts of two opposing teams clash, the away team shall change shorts to remove any clash, The Member Club designated as playing away from its home ground shall change its guernseys and/or shorts for that match so as to remove the clash, except for major round matches where the lowest ranked team for the match shall change.

The League may impose a fine upon a Member Club for each player infringing Section 6.3.

Should a dispute arise as to any determination made pursuant to Section 6.2 and/or 6.3 hereof a decision shall be obtained from The League.

Should any Member Club have a guernsey clash, such Member Club may hire a set of guernseys from The League:

- a) A fee shall be invoiced to the Member Club for the loan of these guernseys.
- b) A further fee shall be invoiced for any damaged or non-return of any guernseys.
- c) All guernseys shall be returned to the League by no later than the Tuesday afternoon following the match in which they were used, in a clean and dry condition.

FEES AND FINES

Member Club annual fees for all competitions do not include umpires' fees for any matches played in The League.

Each Member Club shall pay their annual affiliation fees in four instalments which are due and payable by 30th April, 31st May, 30th June and 31st July each year.

A Member Club may apply in writing for alternative payment methods which shall be considering by The League provided the application is made no later than seven days prior to the due date of the payment.

Umpires fees are to be paid by the home Member Clubs in cash at the conclusion of each match in accordance with the Umpires Fees for the particular season (list of fees available from www.sawfl.org.au) and clubs are encouraged to utilise the Umpires Payment Form as part of the payment process (Annex H).

In all finals matches, the cost of the Umpires will be shared by both teams.

Any additional Member Club related charges as determined by The League shall be added each season when applicable.

The League may impose a fine on a Member Club, player or official for breaching or failing to comply with The League's Constitution, By-Laws or policies and/or in accordance with the Fines List (Annex A).

The League, The Board, the Tribunal or an official League Investigation Committee may also impose a fine not listed on the Fines List to a Member Club, official, coach or player for breaching or failing to comply with The League's Constitution, By-Laws and/or policies.

A financial penalty may be imposed by The League on any outstanding fee or fine as determined by The League

Any Member Club failing to pay any fee, fine or other payment for which the Member Club is liable by the due date as determined by The League may be deemed unfinancial and all teams of the Member Club may be suspended by The League until such monies are paid.

Any unfinancial Member Club which is deemed unfinancial may not be permitted to participate in any further matches of the League, including major round matches. The team which the defaulting Member Club is due to play shall be awarded the match.

Any unfinancial Member Club's application for renewal of membership to The League for the following season shall not be accepted until any outstanding amount/s is paid.

Member Clubs may appeal a fine issues by The League subject to:

- a) Any appeal against a fine shall be lodged in writing to The League within seven days of the date of issue of such fine.
- b) The appeal against a fine shall be signed by the President or Chairman of the Member Club forwarding the appeal.

MATCH RESULTS

When a match is played, the home Member Club shall enter into FootyWeb before 5:00pm on the Sunday:

- a) The scores at the end of each quarter
- b) All goal kickers, and
- c) The five best players for each competing team for publication in The Advertiser.

Prior to a match being played, the home Member Club shall submit an Australian National Risk Protection Scheme Match Day Checklist Form via the JLT Sport AFL Match Day Checklist App (information available [here](#)) if it is the first Australian Rules football match at that particular venue on that particular day.

The League may impose a fine to any Member Club for failure to supply the match results as directed by The League.

CODE OF CONDUCT

All Members of The League shall adopt Member specific codes as per Annex B and The League fully supports the codes of conduct as introduced by the AFL, the SANFL and the SAAFL.

The League's Code of Conduct (Annex B to the SAWFL By-Laws) details the SAWFL's expected standards of behaviour from Member Clubs, officials, players and supporters.

Member Clubs shall be held responsible for the conduct and the behaviour of any official Interchange Steward, Time Keeper, Club member, player, supporter or any other person associated with their Member Club at matches in which their teams are participating.

Member Clubs shall be liable to any penalty and/or fine imposed by The League for any breach of the SAWFL Code of Conduct for any misconduct or misbehaviour by their Associated Person(s) at, during or after any match of The League.

DISCRIMINATION AND RACIAL AND RELIGIOUS VILIFICATION

A person shall not act towards or speak to any other person in a manner, or engage in any other conduct which threatens, disparages, vilifies or insults another person on any basis, including but not limited to, a person's race, religion, colour, descent or national or ethnic origin, special ability/disability (including without limitation, disease or illness) or sexual orientation, preference or identity.

In the event that any person hears what they interpret to be a racist remark and such person wishes to lodge a complaint, they shall write to The League, using the official Complaint Form (available at www.sawfl.org.au), advising of what was said, by whom and at whom it was directed.

A person who exhibits racist behaviour shall be liable to any penalty that The League may impose pursuant to the Constitution and By-Laws of The League including a fine and/or loss of all or some premiership points accrued in the particular Division that the team participates in or in all Divisions in which such Member Club participates.

The AFL Anti-Discrimination Policy shall apply to all persons to whom these Laws apply.

ROLE OF MATCH DAY OFFICIAL

Match Day Steward/Ground Marshall

- d) The Match Day Steward of a team shall wear the official attire prescribed by The League in accordance with Annex I.
- e) Each Club shall appoint a Match Day Steward/Ground Marshall who is responsible for the following:
 - i. Attend the Umpire(s) Room twenty (20) minutes prior to the commencement of the match and introduce themselves to the officiating umpires.
 - ii. Escort the umpire(s) onto the field for the commencement of the match and on and off the field at the half time break and at the completion of the match.
 - iii. Ensure the Captains of the team in the match being played, are the only persons who approach an umpire(s) at quarter, half or three quarter time breaks in regard to any issue their Member Club would like addressed.
 - iv. Approach person(s) that are using abusive language and advise them that no swearing or abusive language is permitted.
 - v. Advise a Member Club Official of the potential for the Member Club to be fined.
 - vi. Advise the person(s) that the Member Club is reported for bad language, abusive, aggressive or threatening behaviour towards another person(s).
 - vii. Use an umpire report form to record such report(s).
 - viii. Ensure that spectators are kept behind the spectator defined line.
 - ix. Ensure that Member Club coaches and officials are kept within their defined area.
 - x. Ensure alcohol is not consumed in the defined non-alcohol consumption areas.
 - xi. Ensure no alcoholic or any drinks in glass are taken onto the playing field at any time.
 - xii. Ensure no Member Club officials, players or supporters enter the umpire(s) rooms without the umpire's permission.
 - xiii. Ensure payment is made to each League appointed umpire(s) an amount prescribed by The League in cash and in a separate envelope within 15 minutes of the completion of the match in a respectful and professional manner and ensure that the Umpire(s) Proof of Payment form is signed by each umpire.
- f) The League may impose a fine to a Member Club found guilty of breaching its responsibilities in relation to any of the above.

ANNEX B
to SAWFL By-Laws

CODE OF CONDUCT

All members of The League shall adopt the SAWFL Code of Conduct. The League encourages members to be vigilant in enforcing such codes whether via support for those who constantly abide by the codes and/or harsh penalties for those who fail to act in accordance with the codes.

The League also fully supports the Codes of Conduct as introduced by the AFL, the SANFL and the SAAFL.

Conduct that is prejudicial to the interests of The League, and conduct unbecoming a member, registered player or official is not to be tolerated and will result in disciplinary action by The Board.

ADMINISTRATORS/MEMBER CLUB OFFICIALS

- ☐ Make sure coaches and officials are trained and acknowledged for their efforts.
- ☐ Set the example by ensuring all The League's Rules, Regulations and procedures are in place.
- ☐ Administer discipline in a just, fair and supportive manner.
- ☐ Be responsible for the conduct of your players, spectators and officials.
- ☐ Respect the rights and dignity of every person.
- ☐ Be aware of your legal responsibilities.

COACHES

- ☐ Treat all players with respect at all times.
- ☐ Refrain from any form of personal harassment or abuse.
- ☐ Do not ridicule players and provide feedback in a positive manner.
- ☐ Respect gender, ability, culture, background and religion.
- ☐ Abide by umpire's decisions.
- ☐ Control your temper and don't use abusive language.
- ☐ Promote a climate of mutual support among your players and encourage them to respect one another.

PLAYERS

- ☐ Respect the rights and dignity of fellow players, coaches, umpires, officials and spectators.
- ☐ Abide by the rules and respect the decision of umpires.
- ☐ Conduct yourself in a responsible manner relating to language, temper and attitude.
- ☐ Refrain from any conduct which could be construed as harassment and bullying.
- ☐ Respect gender, ability, culture, background and religion.
- ☐ Control your temper and don't use abusive language.

UMPIRES

- ☐ Treat all participants with respect at all times.
- ☐ Umpires shall be impartial and maintain integrity in their relationship with other umpires, players and spectators.
- ☐ Compliment and encourage all players and refrain from any personal abuse or harassment towards players.
- ☐ Condemn unsporting behaviour and promote respect.
- ☐ Be consistent, objective and respectful when making your decisions.
- ☐ Place the safety and welfare of the players above all else.

SPECTATORS

- ☐ Encourage players to play according to the rules and official decisions
- ☐ Do not ridicule umpires, players or other spectators.
- ☐ Respect and abide by decisions of umpires and officials.
- ☐ Respect rights and dignity of others.
- ☐ Do not use abusive language and refrain from any conduct that could be construed as harassment or bullying.
- ☐ Do not take any alcohol, bottles or glass onto the oval.

ANNEX I
to SAWFL By-Laws

MATCH ATTIRE OF OFFICIALS

In all matches Member Clubs shall ensure their officials wear the appropriate match attire as below:

MEMBER CLUB FIELD UMPIRES

- White long or short sleeve collared shirt
- White or plain dark shorts
- White or orange socks
- Boots, sandshoes or runners
- Whistle

TRAINERS

- Plain dark shorts or plain black or plain white long pants
- Either plain white polo shirt with the word "Trainer" on back or official orange SAAFL "TRAINER" vest (available from the SAAFL office)
- Boots, sandshoes or runners

MEMBER CLUB GOAL UMPIRES

- White long or short sleeve collared shirt white coat (where possible)
- Plain dark long pants (where possible)
- Boots, sandshoes or runners

RUNNERS

- Plain dark shorts or plain dark long pants
- Yellow top with the word "Runner" on the back.
- Boots, sandshoes or runners

MEMBER CLUB BOUNDARY UMPIRES

- White shirt or plain white polo shirt (where possible)
- Plain dark shorts (where possible)
- Orange socks or plain dark socks (where possible)
- Boots, sandshoes or runners
- Whistle

WATER CARRIERS

- Plain light blue polo top or t-shirt
- Plain dark shorts or plain dark long pants
- Boots, sandshoes or runners

MATCH DAY OFFICIAL

- Official orange "MATCH DAY OFFICIAL" vest (available from the SAAFL office)

NO

- JEANS OR DENIM
- CARGO SHORTS
- BOARD SHORTS

Are allowed to be worn by any person entering the playing field whilst a match is being played.

Fines shall be imposed for failing to comply with any of the above match attire rules.

CLUB CONTACTS

You must provide the contact details for the personnel occupying the roles listed in the table below (as well as any other key roles at your club) and obtain their signature. By signing this document they signify that they understand and agree to abide by the SAWFL By-Laws, policies, Code of Conduct and the rules set out in this document.

POSITION	FULL NAME	PHONE NUMBER	EMAIL	SIGNATURE <i>I agree to abide by the SAWFL By-Laws, policies, Code of Conduct and the rules set out in this document.</i>
President				
Treasurer				
Secretary				
Registrar				
Football Director				
Open Women's Div 1 Head Coach				
Open Women's Div 2 Head Coach				
Under 18 Girls Head Coach				
Under 15 Girls Head Coach				
Head Sports Trainer				

Note: Email addresses for Coaches and Sports Trainers will not be used for general information.

PLEASE COMPLETE AND RETURN THIS DOCUMENT TO THE LEAGUE BY NO LATER THAN 31st JANUARY 2015

Attention: Caitlin Brady c/o SAWFL

Email: caitlin@saafli.asn.au

Post: 1a Meyer Street, Torrensville SA 5031

Fax: (08) 8443 8222