



2018 Fremantle Conference Policies & Procedures



Year 8s to Year 12s Competitions
All Girls Competitions



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1 Purpose

The purpose of the Policies and Procedures document is to provide clear guidance to Clubs in relation to the operation of Junior Football for the Fremantle Conference. These Policies and Procedures are as adopted by the Fremantle Conference Executive Committee.

This publication is a "living document" and may be amended from time to time at the discretion of the Fremantle Conference Executive Committee.

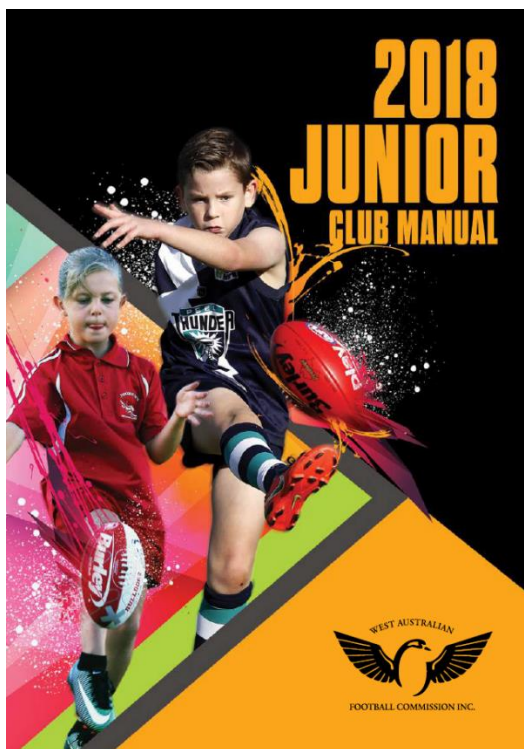
The latest version of the Fremantle Conference Policy and Procedures document, and all related forms, is available to be downloaded from

- <http://www.bulldogsdistrict.com.au/resources/133/fremantle-conference>
- <http://www.sharksdistrict.com.au/resources/133/fremantle-conference>

2 Related Documents

This document must be read in conjunction with the WA Football Commission 2018 Junior Club Manual, including the Global By-laws. Copies of the Junior Club Manual have been delivered to all Clubs for all Teams, and is also downloadable here:

http://www.wafooty.com.au/download/d/JN_pYVoI9CjTNGTbuR6WCCqg8MRG5NcxL9XwfdpbJ0Q





3 Changes to this Document for the 2018 Season

The following changes have been made compared to the 2017 Season Edition.

Section	Changes Made
Expectations of Behaviour	Added for an additional reminder to all participants
E-Points	All Districts are now using the Fremantle Conference E-Point system - this is now covered in the Global By Laws – Section 4, By Law 21.
Club Bonds, Fines, E-Points and Sanctions	Has been restructured, with references to applicable By-Laws. Content is the same.
Forfeits	Now covered in By-Laws 21.12-21.16. Process and additional penalties for Fremantle Conference moved to <i>Club Bonds, Fines, E-Points and Sanctions</i>
Colts Players	Moved penalties for playing ineligible players to the <i>Club Bonds, Fines, E-Points and Sanctions</i> section
Play-Up Rule	Minor modifications to this rule for 2018
Interchange Recording	Added for 2018
Game-Day App	Added for 2018
Inclement Weather Policy	Includes reference to the WAFC Junior Club Manual containing policies for Inclement Weather, Heat, Cold and Lightening.
Social Media Policy	This section has been removed – please refer to the existing WAFC <i>Social Media Policy</i> and <i>Photos & Video Policy</i> in the Junior Club Manual
Alcohol Policy	This section has been removed – please refer to the existing WAFC <i>Alcohol Policy</i> in the Junior Club Manual
Smoke Free Environment Policy	This section has been removed – please refer to the existing WAFC <i>Smoke Free Environment Policy</i> in the Junior Club Manual
Game Day Footballs	This section has been removed – please refer to the Junior Club Manual
Video Evidence	This section has been removed – please refer to the Junior Club Manual

4 Expectations of Behaviour

The purpose of Junior Football is to maximise the enjoyment and development of junior footballers, and to develop Volunteers, Umpires, Coaches and Officials.

We remind all Players, Officials, Parents and other Volunteers of the purpose of Junior Football and expectations of their behaviour – these are defined in:

- By Law 1, the Spirit of Junior Football - about enjoying the game and developing good participants.
- By Law 2 is about supporting Umpires in Junior Football - there is ZERO TOLERANCE of dissent, disputes or abuse of umpires from players, coaches, officials, and spectators.
- Codes of Conduct exist for the following roles in Junior Football – they must be read and understood.
 - Coach's Code of Conduct
 - Parents' & Spectators' Code of Conduct
 - Administrators' & Volunteers' Code of Conduct
 - Runners'/Water Stewards' Code of Conduct
 - Players' Code of Conduct
 - Umpires' Code of Conduct

We require all Players, Officials, and Spectators to adhere to the following minimal standards of behaviour:

You will

- Give all players a fair go
- Provide our children with a game environment that is safe, fun and fair
- Provide all players with equal opportunity
- Respect all participants, officials and umpires
- Support the decision of the umpires at all times
- Follow directives from District Officials

You will not

- You will not call out for free kicks
- You will not question umpire decisions
- You will not abuse or intimidate umpires

Penalties for non-compliance include E-Points, Bonds and Fines. To be clear – if you do not behave to these Standards, you will be penalised, required to leave the arena, and will take no further part in the Game.

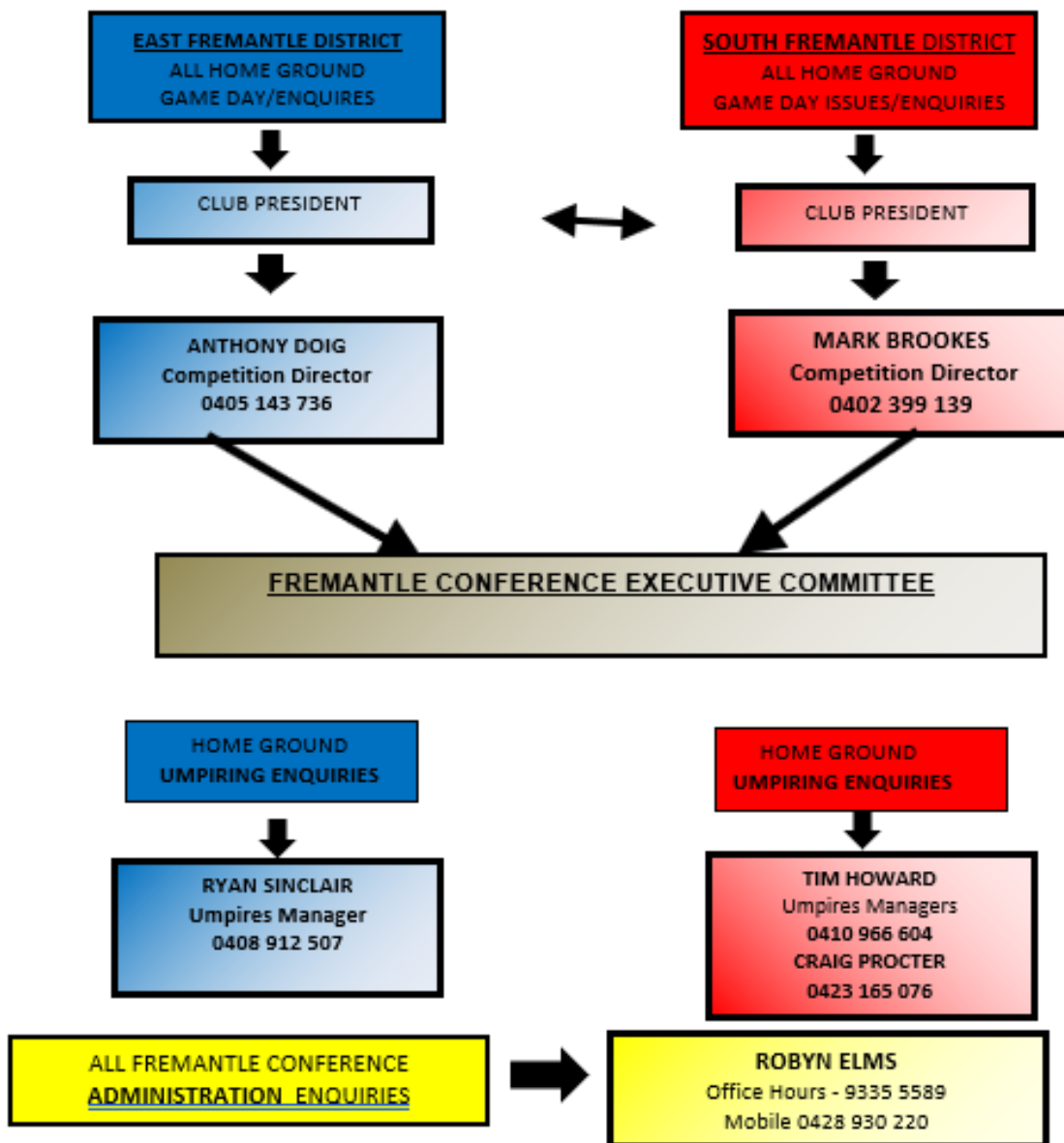
Let the Players play the Game, and the Umpires umpire the Game.

5 Incident Process

For all game day issues involving Coaches, Officials, Players, Spectators and other volunteers, the Fremantle Conference Executive recommends the following procedure be used:

- Team officials first attempt to resolve issues at the ground in consultation with the MDO
- If issues are not resolved satisfactorily, Team Officials next contact their Club Presidents to discuss at Club level
- If no resolution is reached, Club Presidents escalate to the Fremantle Conference Executive, and/or raise a **Red Flag - Game Environment Filter** with the WAFC

We recommend a **Fremantle Conference Incident Form** be submitted to the Fremantle Conference Executive for all Incidents, whether action is required or not, so that patterns of behaviour can be tracked.



6 Fremantle Conference E-Point Process

Please refer to the WAFC Junior Club Manual, Section 4 By Law 21 for information on E-Points, Premiership Points and Forfeits.

The Officiating Umpires of the game will record any E Points that are not awarded on the Match Day App. The team mentioned first are deemed to be the home team. The controlling Umpire or a Executive Member of the Fremantle Conference Executive Committee have the authority to record breaches of gameday code of conduct which may result in E-Points not being awarded to a team.

If all Four (4) E-Points are not allocated to a team on any given game day for any given reason, then it can be up for review by the Fremantle Conference Executive Committee.

The Year 8's to Year 12's, and Youth Girls' ladder on the Sports TG website will be available for all clubs to view on Wednesday evening after each round played.

7 Club Bonds, Fines, E-Points and Sanctions

Additional Club Bonds, Fines, E-Points and Sanctions for Fremantle Conference are defined as follows – these apply if the offence occurred before, during or after a game.

Clubs will be informed in writing by the Fremantle Conference Executive of Bonds, Fines, E-Points or other Sanctions being applied.

#	Description	Club Bond, Fine/E-Point/Sanction
1.	Coach, Team Official or Spectator is reported and found guilty by the P&D Tribunal	\$500 non-refundable bond
2.	Playing an ineligible player	\$500 non-refundable bond
3.	Playing an ineligible player during finals In the event both teams play an ineligible player the Fremantle Conference Executive Committee may penalise both teams and award the fixture to the next placed participants. Offending team/s will be stripped of all premiership points and behaviour E-Points.	Team is disqualified & game awarded to the opposing team
4.	Teams forfeiting a game and failing to notify the Fremantle Conference Executive Committee (relms@wafc.com.au) by 10PM on the Thursday prior to the fixtured time slot	\$500 non-refundable bond No E points allocated to the forfeiting team
5.	Repeat offence for #3	\$1,000 fine
6.	Any incidents that occur during the match day breaks or at the completion of any given game played	\$500 non-refundable bond <i>AND</i> Applicable E-Point Penalties are Doubled
7.	A Team is involved in a Melee A melee is defined as "when two (2) players are engaged in a scuffle and a third (3) player comes in. This will be up to the officiating umpires of the game discretion to determine a melee. The third player will be named as the "Instigator of a Melee" for tribunal purposes	A \$1000 fine for clubs whose team participates in a melee (i.e. both teams) <i>AND</i> An addition two (2) E-Points will not be awarded
8.	The home team does not supply a Match Day Official	One (1) E-Point will not be awarded
9.	Team officials do not wear required Fremantle Conference Identification Tags (see section 12.1 Identification Tags on page 11)	One (1) E-Point will not be awarded
10.	Each Club participating in any finals series	\$500 non-refundable bond

7.1 Appeals

Note: This overrides Global By-Law 10 (E-Points cannot be appealed) and 22.11 (The awarding of E Points is final and cannot be appealed).

If any club were to appeal a loss of E-Points for any game day incident that has been implemented upon them may appeal in writing to the Fremantle Conference Executive within forty eight (48) hours of receiving notification of this penalty. The Fremantle Conference Executives shall consider any such appeal, which must be accompanied by new evidence and a \$250.00 non-refundable fee.

8 Play-Up Rule

Note – please refer to the following related By-Laws when applying this rule

14.2 On application to the JCC Executive a player may be eligible to play up a MAXIMUM of one (1) year group only.

17.5(e) Players are not permitted to move from one team to another team in the same Club and age group after Round One (1) of that season. If this occurs, they will be judged as an ineligible player. Team lists are to remain constant unless the team is instructed by JCC Executive to re-allocate players.

27.1 If a player plays five (5) or more games in an older age group within a junior competition, they shall be deemed to be a part of that older age group for the remainder of the season (including finals). They will not be eligible to play any further regular season games or finals in the younger age group.

Any given team, whose participating playing numbers on the day is less than 3 players on the bench, are permitted to have players from a one-year younger year group, who have already played on the weekend, to play up to make playing numbers up to 3 players on the bench for that particular team on the day.

This procedure should be done on a rotational basis with their playing group if called upon on a regular basis throughout the course of the season.

Parents of players playing-up are to sign a Parent Consent for Play-up Form to be kept by the Club Level. This shall be provided to the Fremantle Conference Executive when requested.

9 WAFL/Community/Amateur Colts Players

Note: I note the By-Laws has remove any reference to Colts players playing 50% of a WAFL/WAAFL game and then playing Junior Football.

Any WAFL, Community, Amateur Colts player who is named on an official team sheet (not including emergencies) will not be eligible to participate in any Junior Competition for that weekend, no matter how much game time he has played.

10 Umpires for Year 11s and Year 12s

All Umpires for Year 11 and Year 12 Competitions in the Fremantle Conference will be provided by the Districts, with the following Umpire teams.

3 x Field Umpires	Year 12's mandatory
3 x Field Umpires	Year 11's depending on the umpire's availability
2 x Boundary Umpire	\$ 50.00 per game
2 x Goal Umpire	\$ 35.00 per game

Field Umpire Fees are as per the Junior Club Manual. Additional Fees for Boundary and Goal Umpires will apply as indicated.

11 Fixture Changes

All requests to change fixtures, hold scratch matches, or forfeit games must be sent to the Fremantle Conference Executive Committee (relms@wafc.com.au).

- **Fixture Changes:** Teams and Clubs agree on a change to a Fixtured Game. Home team submits a Game Change Notification Form to the Fremantle Conference Administrator
- **Forfeits:** Team forfeiting a game must notify the Fremantle Conference Executive Committee by 10PM on the Thursday prior to the fixtured time slot. Penalties apply if Clubs fail to do so
- **Scratch Matches:** Requests to hold a Scratch Match must be submitted to the Fremantle Conference Executive for approval using the Scratch Match Application form. All Scratch Matches must be officiated by Fremantle Conference umpires (not volunteers)

12 Team Officials – Identification

12.1 Identification Tags

Identification tags, supplied by the Fremantle Conference Executive Committee, are required to be worn during the game by the Coach, Assistant Coach and Team Manager of each team.

Failure to adhere to this Fremantle Conference Policy will result in 1 E Point being not awarded to the offending team.

12.2 Game-Day Attire

All Coaches, Assistant Coaches and Team Managers must be correctly dressed in their club's shirt/attire. This includes stand in volunteers on game day.

- Team Runners must wear a **Yellow Vest/Shirt**, appropriate sports shorts/tracksuit pants and running shoes (no thongs, bare feet or jeans)
- Water Carriers must wear **Blue Vest/Shirt**
- Boundary Umpires must wear **White Vest/Shirt (Unless appointed by the Districts)**
- First Aid person must wear a **White Vest with a Green Cross**
- Goal Umpires are required to wear a **White Coat (Unless appointed by the Districts)**

13 Match Day Official Role & Responsibilities

The Match Day Official is responsible for ensuring the smooth running of all Home Ground Football Matches being played at the time of his/her appointment. They are the point of contact for visiting clubs and umpires, who can make decisions on behalf of the Home Club.

- This Match Day Official will ensure that Ground Inspections have taken place, all debris has been removed and that the surface is in good condition. Should there be any concerns with the playing surface or immediate surroundings, Match Day Official needs to ensure that this situation is rectified to the satisfaction of all team officials and umpires before the game commences.
- The Match Day Official needs to be aware of the storage position of the By-Laws, Conference Policies and Club Rule Book so as to be able to give clear direction should there be a query regarding the laws of the game
- The Match Day Official should be familiar with the Ground layout. In the case of two or more matches scheduled at the same oval at the same time, the Match Day Official will need to give direction to officials, participants, umpires and supporters should they be asked.
- The Match Day Official must be familiar with the playing times for each game and ensures the Timekeeper is aware.
- The Match Day Official should be the person who also will assist the First Aid Officer if a stretcher is needed or, in the extreme case, will call for an ambulance.
- It is the duty of the Match Day Official to ensure all umpires are;
 - Greeted as soon as possible & shown where ground facilities are
 - Provided water during and after the game
 - Escorted safely from the grounds at half time and the end of the game
 - No verbal abuse or personal attacks are aimed at any umpire.
- Should any umpire have any problems with game day behavior from any Team Official, Player or Spectator, it is the game's Match Day Official's responsibility to manage the situation calmly and efficiently, making every attempt to diffuse the situation as per the By Laws.

Equipment:

- The Match Day Official should be equipped with a High Visibility Vest with the description of "Match Day Official" clearly defined on the back, is also required to wear Identification Tag
- Ensure that the stretcher is available at the interchange bench.
- First Aid supplies & ice packs / bags are available

14 Game Day Paperwork Checklist for Team Managers & Club Registrar

Please ensure these guidelines are followed and the timelines are met by all involved.

For all enquiries please contact Robyn Elms, Fremantle Conference Administrator - relms@wafc.com.au

All Team Managers are to hand over their team sheet to the officiating umpire 20 minutes prior the start of all games unless instructed otherwise by the umpire.

In the case of a neutral venue the team mentioned first in the fixtures is the Home Team.

The JLT Match Day Checklist information is to be recorded and checked off on the Match Day Online App prior to the commencement of the game by both the Home and Away Team Managers and kept by the Home Club.

14.1 Checklist for Years 8s to Year 12s, Years 7-8 Girls, and Years 9-11 Girls

Home Team Managers – Provide and Collect the Following

- **1x Team Sheet** - Signed off by the Umpire at the start of the game and held by the Umpire until game finished
- **1x Interchange Data** - recorded by the Interchange Steward on the iPad
- **3x Score Cards** - Completed by the 2 Goal umpires and 1 Independent Scorer
- **1x Boundary Umpire** - For Year 8s, 9s, and 10s only
 - Not required for All Girls competition - "Last Touch" rule is used
 - Not required for Year 11s and 12s - and Boundary Umpires are provided by the District
- **1x Goal Umpire** – except Year 11s and Year 12s (provided by the District)

At the completion of each game the Home Team Manager is to collect the team sheet / score cards from the umpire and ensure that the officiating umpire has completed the recordings on the Match Day App. Team Managers to deliver team sheet and score cards to Club Register no later than 6.00pm Sunday evening or as otherwise instructed by your Club Registrar for processing Sunday evening.

The officiating umpires of the game will submit both Home and Away Team Sheets, enter Association Fairest & Best Votes, enter scores, any Game Day E Points not awarded with an explanation for not awarding or any relevant information that may have occurred during the game.

Away Team Managers – Provide and Collect the Following

- **1x Team Sheet** - Signed off by the Umpire at the start of the game and held by the Umpire until game finished
- **1x Interchange Data** - recorded by the Interchange Steward on the iPad
- **1x Boundary Umpire** - For Year 8s, 9s, and 10s only
 - Not required for All Girls competition - "Last Touch" rule is used
 - Not required for Year 11s and 12s - and Boundary Umpires are provided by the District
- **1x Goal Umpire** – except Year 11s and Year 12s (provided by the District)

At the completion of each game the Away Team Manager is to collect their Team Sheet from the umpire. Team Manager to deliver the game day team sheet to the Club Registrar no later than 6.00pm Sunday evening or as otherwise instructed by your Club Registrar for processing Sunday evening.

Club Registrars



The Club Registrar to adjust team sheets and/or enter scores electronically on Sports TG no later than 9.00pm Sunday Night. Team Sheet and score cards and kept at club level. If there are any game day discrepancies the Club Register will be called upon to scan and email the team sheet and/or score cards to Fremantle Conference Administrator.

If, and when there is a report, the Report by Umpire document is also to be posted in with all other game day paperwork after it has been scanned and emailed to the Fremantle Conference Administrator on the Sunday evening following the incident.

- **Home Team Club Registrar – in SportsTG**
 - Adjust online team sheet to reflect who played and who did not play - remove/add players as per team sheet
 - Enter scores to the online scoring section on SportsTG
- **Away Team Club Registrar – in SportsTG**
 - Adjust online team sheet to reflect who played and who did not play - remove/add players as per team sheet

14.2 Checklist for Junior Girls – Year’s 3-4 & Year’s 5-6

Home Team Managers – Provide and Collect the Following

- **1x Team Sheet** - Signed off by the Umpire at the start of the game and held by the Umpire until game finished
- **1x Goal Umpire**

At the completion of each game the Home Team Manager is to pay the Officiating Umpire and collect the team sheet from the umpire and ensure that the officiating umpire has completed the recordings on the Match Day App.

Away Team Managers – Provide and Collect the Following

- **1x Team Sheet** - Signed off by the Umpire at the start of the game and held by the Umpire until game finished
- **1x Goal Umpire**

At the completion of each game the Away Team Manager is to pay the officiating Umpire and collect the team sheet from the umpire and ensure that the officiating umpire has completed the recordings on the Match Day App.

Club Registrars

The Club Registrar to adjust team sheets and on Sports TG no later than 9.00pm Sunday Night. Team Sheet to be kept at club level. If there are any game day discrepancies the club register will be called upon to scan and email the team sheet to the Fremantle Conference Administrator.

All Enviro Points Awarded for each game played will be available on the District's SportsTG system for all to view on the Wednesday evening after the weekends game played.

- **Home Team Club Registrar – in SportsTG**
 - Adjust online team sheet to reflect who played and who did not play - remove/add players as per team sheet
 - Enter scores to the online scoring section on SportsTG - **the score is entered as 0 goals 0 behinds and 0 points in the final score section and each game ending in a Draw**
- **Away Team Club Registrar – in SportsTG**



- Adjust online team sheet to reflect who played and who did not play - remove/add players as per team sheet



15 Interchange Recording

TBC



16 Sportstg Game-Day App & Ground Inspections

The SportsTG Game Day app enables Team Managers to manage key aspects of their team – most importantly the pre-game Ground Inspection.

Search for “Match Day Paperwork” from SportsTG in your app store, or click these links:

iOS: <https://itunes.apple.com/au/app/match-day-paperwork/id1086793851>

Android: <https://play.google.com/store/apps/details?id=com.foxsportspulse.matchdaypw>

17 Team Officials in Coach's Box

Only nine (9) team officials are permitted in the coaches box at any given time on game days.

Note: As per the bylaws, a maximum of three coaches can be in the Coach's Box

18 Scoreboards/Scoreboard Attendants

Each host venue must have a scoreboard and scoreboard attendant at all home games played

19 Inclement Weather Policy

This extends Policies defined in the WAFC Junior Club Manual for Inclement Weather, Heat, Cold and Lightening.

If, according to these Policies, the Fremantle Conference Executive and Umpires decide to delay a game, the following should occur:

- When play ceases, the umpires and the Match Day Official should ensure that the timekeeper is informed, and time stops
- If conditions require a delay in play, a 30 minute provision is allowed to complete the game.
- If the game cannot be completed in its entirety within the extra 30mins allowable time, the game is then abandoned at that point in time
 - If this is prior to half time, the game is incomplete and the result will be a draw
 - If this is after half time, the scores will stand and become the final match score

The final decision as to whether conditions are suitable to continue rests solely with the Fremantle Conference Executive. When the Fremantle Conference Executive is not in attendance, this responsibility is delegated to the umpires of the game.

20 By Law Clarifications

20.1 Stretcher Rule

Relevant By Laws:

31.15 If a player is removed from the field on a stretcher then that player will not take any further part in the game whatsoever.

31.17 Any player who has their weight assisted in any way for any part of the journey off the field to be treated are deemed as Stretched.

This means

- A first-aid officer or trainer can assist a player in any way they wish whilst a player is on the ground e.g. If a player is winded they can assist to their feet, or to the best position to regain their breath
- Once a player is brought onto their feet they must travel to the interchange bench unassisted for the entire journey. Once onto the interchange bench, team officials can assist in any way.
- If a player requires assistance to exit the field, they are deemed to be "injured" and cannot take any further part in the game.

The Match Day Official shall communicate with the officiating umpires at the first available opportunity to discuss and then advise the player and their Team Manager that the player may not return to the field of play.



20.2 Even Up Rule

The relevant By-Law is 28 Game-Day Player Even Up – this applies in all games including finals.

18-a-side Competitions (Year 8-12)

- If one team has less than 18 players, teams even-up to 18 players per team
- If there are less than 36 players available between the two teams, they even up to the highest number of players possible
- If one side cannot provide 12 of their own players the game is forfeited and the points allocated to the team with more than 12 players

15-a-side Competitions (includes Year 3-Year 7s plus selected Year 8s and 9s)

- If one team has less than 15 players available, teams even-up to 15-players per team
- If there are less than 30 players available between the two teams, they even up to the highest number of players possible until they reach 9-or-more per side
- If there are not enough players for 9 per side then the game is abandoned

All Girls Competition – Year's 3-4, Year's 5-6, Year's 7-8, Year's 9-11

- Year's 3-4: Maximum number of players on field = minimum of 9 players with a maximum of 12 players
- Year's 5-6: As above
- Year's 7-8: as above
- Year's 9-11 Maximum number of players on field = minimum of 9 players with a maximum of 15 players

Note:

- In all instances, it is an even up rule – not an even down rule. That means taking one player off so both teams play 17 is not appropriate in Youth Competitions (or 14 a side in modified) so that one team has players on the bench. The argument of “I don't want to give them players, I will just rest mine and play 16 a side” is not acceptable and sees the coach risking a citation and possible deregistration.
- Players loaned to an opposition team can only play one quarter of football for the opposing team.
- If a player is injured on one side and unable to be replaced, then the even up rule is enforced and the opposing team must remove a player

21 Forms

The following forms are used in the Fremantle Conference Competition – they are described in the remainder of this document.

Form	Purpose	Section
Incident Form	Reporting an Incident to the Fremantle Conference Executive	5 Incident Process
Parent Consent to Play-Up	Permission from parents that their player can play-up one age group	8 Play-Up Rule
Game Change Notification Form	Requesting changes to fixtured games	11 Fixture Changes
Scratch Match Application	Request to hold a scratch match	11 Fixture Changes
Player Injury Report Form	Recording player injury details to assist with insurance, etc.	-

Forms are available on the Fremantle Conference web sites at:

- <http://www.bulldogsdistrict.com.au/resources/133/fremantle-conference>
- <http://www.sharksdistrict.com.au/resources/133/fremantle-conference>