



# **AFL South East Commission Limited**

## **AFLSE Top Age Competition Rules (By-Laws) 2019**

## **Introduction**

The following Competition Rules have been made by AFL South East pursuant to its role to administer Australian Rules Football Competitions in Melbourne's South East Region.

## **Definitions**

All capitalised terms not defined in these By-Laws have the same meaning as in the Regulations.

Capitalised terms Boundary Umpire, Field Umpire, Goal Umpire, Match Manager, Team Manager and Team Runner are used and refer to those positions as set out in the By-Laws.

In these By-Laws, unless the context requires otherwise, the following terms shall have the following meaning.

**Academy** means the NGA Academies conduct by AFL Clubs.

**AFL South East Commission** means the governing body for football in the South East Region

**AFL South East Top Age** means the competition/s for junior football administered by the AFL South East Commission.

**Competition Manager(s)** means the AFLSE staff member(s) appointed to administer the competition.

**Competition Management Committee (CMC)** means the body that controls the management of the Competition and shall consist of at least Two (2) from the following positions or otherwise designated by the Commission:

- AFLSE Region General Manager
- AFLSE Chief Operating Officer
- Junior Competition Managers;
- AFLSE Regional Director of Umpiring
- AFL Victoria Football Development Manager's

**First Aid Official** means the person identified in By-Law 21.

**F&DJFL** refers to the Frankston and District Junior Football League

**Host Club** means the first named Club or Team in the fixture.

**Junior** means a Player registered with an AFLSE junior club in the top age U17 or U18 girl's competition or Frankston and District Junior Football League or South East Juniors.

**League** means AFL South East Top Age Competition.

**Match** means an official Match conducted in an AFLSE Competition.

**Player includes** an unregistered or ineligible Player.

**Playing Surface** means the field of play inside the Boundary Line, Goal Line and Behind Line, excluding the area between such lines and the perimeter fence or boundary.

**Regional Variation** means a change or inclusion to the By-Laws of the Competitions.

**Regulation** means the AFL Vic Country Regulations

**Season Fixture means** the official schedule of matches in a Competition as determined by the League prior to the commencement of a season.

**Senior** means a Player over the age of eighteen (18) years, or Player participating in a Competition conducted for players in this age bracket.

**SEJ** means the South East Juniors Incorporated

**Team** means a Club's Team participating in a Match in a Competition conducted by the League.

**Team Sheet** means the list of Players and Officials in SportsTg as required, to participate in a Match.

**Youth** means a player in the thirteen (13) to eighteen (18) years age bracket, or Player participating in a Competition covering this age bracket.

### **Interpretation**

In the interpretation of these By-Laws, unless the context requires otherwise:

- (a) words importing the singular shall be deemed to include the plural and vice versa;
- (b) words importing any gender shall be deemed to include the other gender;
- (c) headings are included for convenience only and shall not affect the interpretation of these By-Laws;
- (d) "including" and similar words are not words of limitation;
- (e) any words, terms or phrases defined in the remainder of these By-Laws shall have the meaning prescribed within the By-Laws; and words, terms or phrases not otherwise defined in these regulations shall be given their ordinary meaning
- (f) Where there is a dispute with respect to the interpretation of these By-Laws, the opinion of the Competition Management Committee will prevail and will be final.

## COMPETITION RULES (By-Laws)

### 1. AFL & AFL VIC COUNTRY REGULATIONS & POLICIES

1.1. All Clubs, Players and Officials agree to comply with AFL, AFL Victoria and Competition By-Laws and Regulations including:

- Laws of the Game;
- the AFL Vic Country Regulations;
- AFL National Age Dispensation Policy
- the National Player Transfer Regulations;
- the National Member Protection Policy;
- the National Extreme Weather Policy;
- the National Vilification and Discrimination Policy;
- AFL Vic Alcohol Policy
- AFLSE No-Smoking Policy
- the National Gambling Policy;
- the National Player and Official Deregistration Policy;
- the Anti-Doping Policy;
- the Sports Trainers in Community Australian Football Policy;
- the Working With Children Policy;
- the AFL Vic Cyber Bullying Policy;
- the AFL Vic Country Tribunal Guidelines;
- the AFL Vic Country Code of Conduct;
- the AFL Vic Country Code of Practice for infectious diseases;
- these By-Laws;
- National Coaching Accreditation Policy
- Any other Policy as published by the AFL or AFL Victoria, AFLSE from time to time

1.2. In the event of any inconsistency between the Regulations and these By-Laws, the AFL Vic Regulations will prevail.

1.3. AFLSE may suspend any By-Law from operation. Any such suspension shall be advised to Clubs in writing and shall remain in force until AFLSE determines otherwise.

### 2. CLUB AFFILIATION

2.1. All Clubs wishing to field teams in the AFLSE Top Age competition must be an existing affiliate of AFLSE.

2.2. All Clubs must affiliate with the Competition in the form and on such conditions as determined by AFL South East from time to time.

2.3. Affiliation is granted to a Club by the AFLSE Commission on an annual basis.

2.4. To participate in the competition, a Club must lodge an application for participation, on the prescribed form detailing proposed teams to be included in the competition.

2.5. The application should be accompanied by with any prescribed fee (which may also include, in addition to or in lieu of a prescribed affiliation fee, the lodgement of a bond) to the Chief

Operating Officer and have its application for affiliation or participation approved by the AFLSE Commission.

**2.6.** The AFLSE Commission may:

- (a) approve a Club's affiliation application;
- (b) approve the Club's affiliation application on terms and conditions as it reasonably requires;
- (c) approve the Club's affiliation application with a request for further or additional information,
- (d) or amend or revise the application;
- (e) refuse to grant the Club's affiliation application; or
- (f) defer same.

**2.7.** In determining whether to grant a Club's affiliation or participation application or in making any decision the AFLSE Commission shall consider:

- (a) the Club's structure, governance and administration, including succession plans
- (b) long-term planning and development;
- (c) the promotion of AFL by the Club and its contribution to the ongoing development of Australian Rules Football;
- (d) the financial health of the Club;
- (e) the behavioural and conduct history of the Club, its Teams, Players, Officials, volunteers and spectators, and the Club's relationships with other Clubs and the League;
- (f) any other matter that the AFLSE Commission deems appropriate.

**2.8.** In accordance with the Club Participation Agreement, the AFLSE Commission may terminate the Club Participation Agreement at any time after each football season by giving 3 month's written notice to the Club. No reasons are required to be provided by the Commission. The Club acknowledges and agrees that the Club Participation Agreement does not create a right or expectation of continued participation in any particular Competitions or any future competition/s administered by AFL South East.

**2.9.** Notwithstanding the above, immediately upon notice where:

- (a) the Club unreasonably fails to duly and promptly comply with its Obligation in the Club Participation Agreement;
- (b) if the Club or any of its officers, players, official or volunteers does or permits to be done any act or thing which reflects unfavourably upon the reputation, standing or goodwill of the League or the game of Australian Rules Football or engages in any unbecoming conduct or conduct which is prejudicial or likely to be prejudicial to the interests of the League, the AFL or the playing of Australian Rules Football;

- (c) any event occurs which in the opinion of AFL South East materially and prejudicially affects the financial position of the Club or the ability of the Club to duly and promptly observe and perform any of its obligations under this Agreement;
- (d) the Commission is of the opinion that the Club is otherwise unable to pay its debts as and when they fall due;
- (e) AFLSE is of the opinion that the Club is unable to field a team(s) in a Competition administered by AFLSE;
- (f) the Club threatens to or ceases to carry on all or part of its operations or disposes of the whole or any substantial part of its assets.

### **3. Legal Compliance**

- 3.1.** All Clubs are required to comply with all legal (including statutory) and other provisions and requirements governing their operations, including but not limited to the regulation of their operations and child protection.
- 3.2.** Whilst AFL South East will provide information, guidance and assistance to Clubs where it is able on issues affecting their governance and operations, the responsibility to ensure compliance with all legal (including statutory) and other provisions and requirements affecting their operations lies with each Club.
- 3.3.** To assist each Club in managing legal compliance regarding child protection or other requirements, each Club must utilise and maintain the EverProof Management System or equivalent system as prescribed by the League from time to time.

### **4. DELEGATES OF MEMBER CLUBS**

#### **4.1. Registration of Club Representative**

Each Member shall register its delegates (President or Proxy) in writing with the Competition Manager before they shall be entitled to represent such Member Club.

#### **4.2. Representation at Meetings**

AFLSE will determine the number of representatives required in attendance at meetings for which notice has been properly given.

### **5. REGISTRATION AND ELIGIBILITY OF PLAYERS**

- 5.1.** No person may play in any matches authorised or conducted by AFLSE, other than practice matches, unless that person has lodged an application for registration with AFLSE for an Affiliated Junior Club; and received from the RGM or COO notice that he/she is permitted to play for the nominated Affiliated Senior Club or Affiliated Junior Club.
- 5.2.** Age groups commence on the first of January of the current year. The date of birth of the player will determine the age group the player shall play in.
- 5.3.** Prior to playing an official game each season, activated their AFLSE registration by updating personal details in SportsTg and paying the relevant league or club registration fee, as set by AFLSE from time to time.

- 5.4.** Females are permitted to play in matches authorised or conducted by AFLSE however, females who reach the age of 14 years as at 1st January in the year of play are specifically excluded from playing in any competition that is not a female competition. Refer to the AFL Vic Country Gender Policy for further information.
- 5.5.** Males 17 or over as of 1st January in any year are not permitted to play in U17 Competition
- 5.6.** Females 18 or over as of 1st January in any year are not permitted to play in U18 Competition

**5.7. Unregistered/Ineligible Players**

- (a) Any player found to have participated in a match authorised or conducted by AFLSE without the appropriate registration granted pursuant to this By-law or AFL Vic Country Rules may be dealt with by the Commission in accordance with by-law 5.10 and the club whom fielded that player may be dealt with by the Commission in accordance with these by-laws.
- (b) 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 AFL Victoria Country Rules and a fine as detailed in Appendix A.

**5.8. Player Transfers**

- (a) Any player who has played or registered with a club at any time must obtain a transfer from the club and League with which he/she last played (as determined by the National Player Transfer Regulations) before playing with their new club or competition.
- (b) Any player not having played during the previous 24 calendar months is free to register with the club of his/her choice provided the transfer application is processed as determined by the National Player Transfer Regulations.
- (c) Transfers can be lodged from 1st November until 12:00 midnight on 30th November and then reopen from 1st February until 12:00 midnight on 30th June in any given year.
- (d) Each transfer application shall be signed in his/her own handwriting by the applicant player and if such player be under the age of eighteen (18) years the transfer application shall be endorsed by the player's parent or guardian and lodged with the Club with which he/she desires to play; the club shall forthwith date the application and enter into the Competition Management system. Destination club must keep a record of the original application signed by the player or parent/guardian. If requested the destination club must produce to the League a copy of the original application by no later than 5.00pm next business day following such request.

**Note:** This does not apply for transfers from SEJ or F&DJFL players from the same club to the same club of the AFLSE Top-Age Competition.

- (e) The Former club has six (6) Business Days, commencing from when the application to Transfer is lodged through AFL SportsTg, to object the Transfer application. If the Former Club does not object within six (6) Business Days (or if the Former Club approves the Transfer within six (6) Business Days), the transfer will be automatically approved and

finalised. Once a player's application for a transfer and/or registration has been granted:-

- i) the player shall become eligible to register with the Club to whom he/she has sought the transfer registration; and
  - ii) once the player's online registration form has been completed with the destination Club, the League will allow him/ her to play.
- (f) A player whose application for a clearance has been lodged, as provided for under these rules, shall not be permitted to lodge an application to play with another club until finality has been reached regarding his/her original application.

## 5.9. Interchange of Players

### (a) Interchange Agreements with Senior Competitions

- i) AFLSE may enter into Interchange Agreements involving male or female senior competitions pursuant to AFL Vic Country Rules to enable the movement of players between such leagues.
- ii) The Interchange of a AFLSE Top Age registered player cannot occur unless an agreement is in place with the relevant senior league and application lodged in accordance with the agreement.
- iii) AFLSE has Interchange Agreements with the following senior competitions;
  - AFLSE Top Age Boys**
    - Mornington Peninsula Nepean Football League (MPNFL)
    - AFL Outer East (AFLOE)
    - Southern Football Netball League (SFNL)
  - AFLSE U18 Girls**
    - South Eastern Women's Football League
- iv) Interchange requests shall be lodged in accordance with the Agreement and be signed by the player, junior club and league.

### (b) Interchange of players from Junior Competitions

- i) Players from the FDJFL and SEJ competitions may play in the AFLSE Top Age U17 and U18 competitions

## 5.10. Penalty for Playing Ineligible

Any Affiliated Junior Club that allows a player to play in any home and away games or finals series where that player is:

- (a) not registered with the AFLSE; or
- (b) not permitted to play with that Affiliated Junior Club; or
- (c) is under suspension; or
- (d) playing in an age group they are not permitted to

shall be liable to:



- (e) **If the Junior Club wins the game:**
  - i) fine not greater than \$250,
  - ii) reversal of match points,
  - iii) loss of all points For pertaining to the game, and
  - iv) may be subject to further penalty as determined by the CMC
  
- (f) **If the Junior Club loses the game**
  - i) fine not greater than \$250,
  - ii) loss of all points For pertaining to that game, and may be subject to such further penalty as determined by the CMC

## 6. Age Group Exceptions

### 6.1. Playing down an age level

- (a) Unless permission is granted in accordance with the AFL National Dispensation Policy, players not age eligible for AFLSE Top-Age competition will not be considered for an exemption.
  
- (b) Any request for dispensation under the AFL National Dispensation Policy shall be submitted by the Club Secretary a minimum of 3 weeks prior to the start date of the season.
  
- (c) Any player granted a permit or exemption must have a P written next to their name on the Team List.

### 6.2. Playing up an age level

The AFL policy acknowledges the principle role of the parent or guardian in determining that a player should play in a higher age competition than the one determined by the player's chronological age. Players should only be permitted to play up an age level when their physical capacity and social sense enable them to compete adequately at the higher age level. The decision whether a player should play up beyond the two-year age span should be based on the advantages to be gained by the player.

### 6.3. Consent

- (a) Before a player participates in a competition outside the recommended two-year age span, the player's parent or guardian must sign a consent form.
  
- (b) Parental consent is to be submitted to the Competition Manager and will be assessed for approval.

### 6.4. Teams

- (a) **Player Movement - Pre-Season**

To assist in the orderly management of player movement, clubs shall act in accordance with their respective leagues rule's.
  
- (b) Where a club has multiple teams in the U17 age group regardless of divisions, the following shall apply:
  - i) Prior to the commencement of the season, up to 5 players can interchange between teams without seeking league approval.

- ii) Once the season commences, clubs with teams in the same division cannot interchange players between teams.
- iii) Team lists are to be submitted to the league prior to grading to ensure teams are positioned correctly.

**(c) SEJ Clubs: The current SEJ Player Points Transfer Policy which is applied to match-day team sheets, will not apply in the new competition, however;**

- i) In forming their teams for 2019, Clubs with multiple teams in the same age group will be restricted to a total 10 transfer points per team in this age group. For example 2 teams = 20 total transfer points for that age group.

**6.5. Player movement restrictions – In season**

- (a) The movement of players between teams in the same age group is restricted unless express permission of the Committee of Management is granted.
- (b) Once a player has played a total of six (6) matches in any higher ranked competitions they are unable to play in a lower ranked competition for the remainder of the season (incl. finals).
- (c) when a higher ranked team has a bye or a forfeit, no player who has played in that team in the previous round will be permitted to play in a lower ranked competition unless that player has played more games in the lower ranked competition.
- (d) Subject to these By-Laws, a player may not play in a higher rank match prior to a lower ranked match. A player may not play in any more than two games per round.
- (e) Top up players can only play to assist a team in a higher division if there are 22 players or less available for that team per week. Top up players are not to be given more game time than the players registered to that team to a maximum of 2 quarters. Top up players are to start the game on the bench.
- (f) In accordance with 6.4 (b) ii), once the season commences, clubs with teams in the same division cannot interchange players between teams.

**7. Player or Official De Registration**

**7.1.** Please refer to the Australian Football Player and Official National Deregistration Policy.

**8. TEAM REGISTRATION**

**8.1.** Participating Clubs shall nominate, by the date stipulated by the League, such teams as it desires to field in each grade of competition. Nominations received after the specified date may be accepted at the League absolute discretion.

**8.2.** The minimum and maximum number of teams to compete in any grade of the competition shall be determined at the CMC's absolute discretion.

**8.3.** Any Member Club that withdraws a team or teams after the fixture has been finalised shall be subject to a fine as listed in Appendix (A).

**8.4.** Where a team is withdrawn from the competition after the commencement of round 5 matches and prior to having played all other teams in their division on at least one

occasion, the League shall adjust the ladder in that division to the effect that all matches played by that team shall be deemed to have been byes.

## **9. REVIEW PERIOD**

**9.1.** 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.

### **9.2. Grading Divisions Criteria**

- (a) Teams who played off in the grand final in competitive age groups will be considered for grading into the higher division the following year.
- (b) A team that finishes on top of the ladder and did not play off in the grand final in competitive age groups after completion of the home and away season will be considered for grading into the higher division the next year.
- (c) Each club may submit with team nominations an indication of the divisions in which they wish to nominate, with any supporting justification.
- (d) Initial grading of teams shall 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 year's performance of teams where decisions are marginal. This is at the Leagues discretion.
- (e) 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.
- (f) New merged teams will be considered for the higher division in accordance with point 5 of the grading criteria.

### **9.3. Review**

- (a) After round 2 and prior to Round 3, clubs may contact the League in writing to request consideration to be regraded down a division identifying any clear disparity within the competition with supporting justification.
- (b) Teams re-grading down from the higher division shall take all percentage points – wins and losses to the lower division. Such teams will be eligible to play finals.
- (c) Where there is a clear disparity 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 and number of wins/losses/draws/byes/forfeits. Sporting pulse will automatically calculate the percentage once the ladder adjustments have been made.
- (d) Where a team is elevated to a higher division, that team shall be eligible to participate in finals.
- (e) After round 2 and prior to Round 3, clubs may contact the League in writing to request consideration to be regraded up a division identifying any clear disparity within the competition with supporting justification. Where the grading committee believes there

to be a clear disparity within the competition, they may see fit to elevate a team to a higher division.

- (f) All re-grading will be at the League's discretion. Grading committee to incorporate the Operations Manager and the relevant Football Development Managers.
- (g) 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.

## 10. FINALS

### 10.1. Finals Structure

- (a) Where the number of Teams in the competition is six (6) to eleven (11) Teams, the top placed four (4) Teams will participate in finals.
- (b) Format of the finals for four (4) Teams:

Round		
Week 1	(A) 1v2	(B) 3v4
Week 2	(C) Loser A v Winner B	
Week 3	Winner A v Winner C	

### 10.2. Venue Selection

- (a) The Competition Manager will determine the venues for finals series Matches in their absolute discretion.

### 10.3. Match Conditions

Except for a drawn match all other Match conditions applicable to the home and away season will apply to all finals Matches.

### 10.4. Drawn Finals

- (a) In the event of a drawn finals Match, the following procedure will apply:
- (b) The goal Umpires will confirm the scores;
- (c) The Field Umpires will re-commence the Match for a further duration of five (5) minutes and the Teams will not change ends;
- (d) The siren will sound after the initial period of extra time, the Teams will change ends and a further five (5) minutes is to be played;
- (e) If the Match is still drawn after the second five (5) minute period, the Match will continue until the next score at which time the siren will sound; and
- (f) At no stage before or during extra time are Coaches permitted to address Players.

### 10.5. Player Eligibility

- (a) 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 seek to represent in the finals that year.

- (b) The players name, registration number and jumper number must appear on five (5) separate team sheets for the said team during the season;
- (c) In the case of a player whose name appears on a team sheet as having taken the field in the official match for the same age group in the week before and 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.
- (d) Players on loan need to show the team name next to their handwritten name as well as the letter L.
- (e) Players who have a long-term injury must apply for an exemption if they have not qualified with the requisite number of games as per 10.5 (a). The Club must notify the League when the player is first injured and then must provide a Certified Medical Clearance from a Medical Professional on Letterhead with the details of the injury and the date from which the player is allowed to recommence playing. The League will advise the club in writing of the approval or not to play.
- (f) A player who participates in a sanctioned AFL Victoria Development match may have an AFLSE game credited to them for the purpose of Finals Eligibility. To be eligible for the credit of the match a player must a) have been named on the team sheet and have taken the field for their home team in the match before and the match after the Development game and b) for the Administrator to be advised in writing of the players participation in the Development match for eligibility to be determined.
- (g) A Player who plays for more than one Team in the same age group and same division can only play in one Team during the finals for the duration of the finals series i.e. the one most Matches were played for.

## **10.6. Times and Player Numbers**

- (a) In finals, minimum numbers must be in attendance prior to the commencement of play, otherwise a forfeit will be awarded.
- (b) Time-on will not be applied under any circumstances.

## **11. REGISTERED UNIFORMS**

### **11.1. Clubs registered colours**

- (a) Clubs must wear their registered uniform from their league of origin
- (b) All clubs must comply with the style guide of their league of origin for jumpers and shorts
- (c) FDJFL Clubs must comply with the AFL Vic Country and AFLSE licensing requirements
- (d) In the case of SEJ Clubs, comply with the AFLSE and SEJ licensing requirements

- (e) Any subsequent change of uniform must be approved by the Committee of Management. Any club that changes its colours and/or jumper/guernsey design shall forfeit their use of the colours/design that were previously in use.
- (f) Where clubs competing in a match have a jumper clash the away club must wear an alternative jumper.
- (g) In the event that clubs competing in finals have a clash the second named team must wear an alternative jumper.

### **11.2. Shorts – Specific arrangements for 2019**

- (a) SEJ clubs shall be required to wear their home and away shorts, unless agreed not to with the opposition club where it is determined a clash exists.
- (b) FDJFL clubs shall wear home shorts in all matches

### **11.3. Correct uniform to be worn**

- (a) 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.
- (b) Each player must wear a conspicuous number either sewn or printed into the Guernsey. No two players in the same team are to wear the same number, on the field at any one time.
- (c) Where it is determined by the Committee of Management that jumper/guernsey/short 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.
- (d) Players will not wear any form of metal stops in their boots.
- (e) Each player wearing skins under their shorts must be of a neutral colour or match the colour of the team shorts. These are to be short in length and cannot go past the length of the shorts.
- (f) Compression vests may be worn but must be of a neutral colour or match the colour of the team jumper. The garment shall not be visible.
- (g) It is expected that all players wear mouth guards.
- (h) No form of jewellery is permitted to be worn by any player. Jewellery may not be covered or taped – it must be removed before the player may take the field. Metal boot studs, bobby pins, jewellery and piercings are not permitted to be worn at any time on the field of play.
- (i) Where a player is not correctly attired, a fine may be imposed as detailed in Appendix A.
- (j) Players are required to keep their fingernails trimmed to avoid scratching or other injuries to other players. Nails must be short and smooth or may be taped with appropriate sports tape and checked by the Umpire(s) prior to the match. Umpires will be responsible for checking hands to ensure fingernails do not extend beyond the end of the finger, and where necessary will require the player to tape their fingernails. The

requirement for taped nails is one piece of tape over the top and another piece around the nail.

- (k) If a player (male or female) has their hair braided, and it swings free from their head when the head is moved, it may cause harm to another player if struck by the braid. Due to injury that may be caused, players are not permitted on the field with free braids in their hair. This includes plaited ponytails. Players with plaited ponytails will be instructed by the Umpire to either roll the plait into a bun or remove the plait and replace with a loose ponytail (as long as the pony tail does not hide the player's number).

#### **11.4. Protective Clothing**

- (a) The wearing of Glasses or any protective guards/braces on any part of the body in matches will only be approved by the League where written medical evidence for the need to wear glasses, guards or braces is provided.
- (b) The written approval must be produced by or on behalf of the player on request of either the field umpire or opposition Team Manager.
- (c) Players are allowed to wear appropriate approved helmets.

## **12. FIXTURING OF MATCHES**

### **12.1. Fixture Preparation**

- (a) AFLSE shall be responsible for the organisation of matches in each division by preparing fixtures for each team in each division/section for each season. AFLSE may amend a fixture as required.
- (b) Each affiliated club shall have the opportunity to submit, when requested, their preference for any special consideration for fixturing prior to the release of the fixture.

### **12.2. Home and Away**

- i) AFLSE shall conduct a series of 14 (or such number as the CMC shall from time to time determine) Home and Away football matches for U17 and under-18 age groups.

### **12.3. Failure to Fulfil Engagements**

- (a) Should any Club fail to fulfil its engagement to play in any premiership match, the League may disqualify them from further premiership matches or otherwise deal with such Affiliated Clubs as it thinks fit.
- (b) Any Club failing to fulfil its engagement shall pay all umpires expenses relative to the said fixture plus an additional Fine for breach as set by AFLSE.

**Fine for breach: In accordance with Appendix A**

### **12.4. Fixture Alterations**

- (a) All official matches of the League, including finals shall be scheduled to be played on Sundays.

- (b) Clubs desiring to conduct matches on a day or time other than that published by the league (such as Friday nights) in the official fixture may do so providing the following requirements have been satisfied:
- i) That written agreement for a change to the fixture has been obtained from an office bearer of the opposing club;
  - ii) That all appropriate licences and permissions to conduct the game have been received and copies forwarded to the AFLSE office prior to the game.

### 12.5. Duration of Matches

- (a) The duration of Matches shall be as Follows:

Competition Age Group	Duration	Breaks
Under 17 & 18G	Twenty (20) Minute Quarters No Time On	3,8,5

### 12.6. Match Venues

All official matches of the League shall be scheduled at grounds determined by the League in the construction of the official fixtures except where the League sanctions or directs games to be scheduled at alternate venues. The League can move a game if they believe the venue is unacceptable for junior competition.

### 12.7. 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 Committee of Management. 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 affected by mutual agreement of both Team Managers of teams involved and the officiating umpire.

### 12.8. 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 Committee of Management 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.

### 12.9. Premiership Ladder

- (a) The league shall prepare a weekly ladder for each competitive competition.
- (b) The ladder will be a match ratio ladder which reflects;
- i) The number of wins by each team against the number of matches played by each team to give a percentage of matches won. (% Won)
  - ii) The number of points scored by the team, divided by the number of points kicked against the team to give a percentage. (%)
  - iii) In the event that selection for the finals series is between teams with the same percentage of matches won (% Won), the team with the highest percentage (%) will be entitled to participate in the finals series ahead of a team with lower percentage.



- (c) In all matches;
  - i) four (4) points shall be counted for a win
  - ii) Two (2) points for a drawn match
  - iii) 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.

#### **12.10. Byes**

- (a) 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.
- (b) In competitions involving an uneven number of byes for competing teams, the League shall prepare a match ratio ladder which reflects the number of wins by each team against the number of matches played by each team. This will also apply to competitions where a bye has been created after grading.

### **13. FOREITS**

#### **13.1.** A forfeit will be claimed if;

- (a) Any Team that cannot field the minimum number of Players as listed in by-law 17.3 for the relevant competition within fifteen (15) minutes after the agreed starting time. This By-Law does not apply in finals.
- (b) A team is unable or refuses to fulfil it's commitment to commence the game or complete the game

**13.2.** If both Teams cannot field the minimum number of players, the result will be deemed to be a non-Match.

**13.3.** Forfeit details must be listed on the Team Sheets with the Umpire's signature. The Teams may play a scratch Match within the remaining allotted time.

**13.4.** In the event of a game being forfeited, the defaulting team shall not include the game in club playing records.

**13.5.** The team against whom the forfeiting team was to play, shall be awarded the win and shall be entitled to enter a team sheet into SportsTg to include the game in the records of its players for the purposed of finals eligibility.

**13.6.** Scores will be calculated by taking the average winning score and average losing score from matches played in that division during that round and be awarded accordingly.

**13.7.** Any forfeit (if known in advance) must be advised to the Competition Manager, the opposing Club's Administrator and the Umpire Manager thirty-six (36) hours prior to the scheduled time of the Match.

**13.8.** If an Umpire turns up to a Match because of late or non-notification of a forfeit, the forfeiting Team is liable for the whole amount of the Umpire's fees (shared equally in the case of a double forfeit).

- 13.9.** A one hundred-dollar (\$100) fine may be incurred if an Away Club does not advise the Competitions Manager in accordance with By-Law 14.7 and such fine will be paid to the Host/ Host Club.

## **14. UMPIRES**

### **14.1. Supply of Umpires**

- (a) Appointment of Official Umpires shall be the responsibility of the AFLSE Umpiring Department.
- (b) In the Home and Away season, AFLSE shall supply a full complement of Field, Boundary and Goal Umpires to the Top Age Premier A U17 Competition.
- (c) Two Field Umpires will be provided to Premier B, Premier C, Div 1, Div 2 and U18 Girls. Clubs will be responsible for providing Boundary and Goal Umpires in accordance with the by-laws.
- (d) Should no official appointed Field Umpire be present by the scheduled time of commencement of play, both Team Coaches are to decide upon an acceptable replacement/s who may share duty for the duration of the Match. However, should the appointed Umpire or any other Umpire appointed for the day arrive during the course of the Match, that Umpire may take control as soon as possible.
- (e) By-Law 14.1 (d) applies where any Field Umpire appointed by AFLSE attends a Match that has been forfeited or cancelled and who has not been advised in time to prevent the Umpire's attendance.
- (f) Fees to be paid to Field Umpires are set out in Appendix "B".
- (g) **Umpire Finals Appointments**  
The Umpires appointed to control finals Matches shall be appointed by AFLSE and advised prior to the scheduled day.
- (h) **Emergency Umpires**  
In the case that Emergency Umpires, when appointed to officiate, shall have the power to order Players from the field as well as the ability to report Players.

### **14.2. Umpire Requirements**

Umpires must attend at the ground before the official starting time of the Match and must be on the field correctly attired a minimum of ten (10) minutes before the scheduled Match start time.

#### **(a) Field and Goal Umpire Numbers**

- i) Two Field Umpires are expected in order for a Match to commence. These must be accredited Umpires or registered Field Umpires (or a combination).
- ii) Where two Field Umpires commence a Match and for any reason one of the Field Umpires is unable to complete the Match the remaining Field Umpire may continue to control the Match as a single Umpire in the event that there is not a suitable replacement Umpire.

- iii) As a minimum, two goal Umpires are required prior to a Match commencing. These can be accredited Umpires, Club goal umpires or a combination of both. Should two such Umpires not be available, the Match must not commence and the matter referred to the Competition Management Committee for determination.

#### **14.3. Umpires' Fees**

- i) Fees to be paid to Umpires are set out in Appendix (B)

#### **14.4. Payment of Umpires**

- (a) AFLSE is responsible for the payment of Umpires invoiced weekly to the host club.
- (b) Clubs are strictly prohibited in making any cash payments to Umpires for Practice matches or Home and Away matches

#### **14.5. Umpire's Match Report**

At the conclusion of each Match, the Field Umpire(s) shall provide a report to the Competition Management Committee on the prescribed Umpire's Match Report form.

#### **14.6. Club Report on Umpires**

- (a) A process of review of Umpires will be made available to clubs online.

#### **14.7. Minimum Umpire Age**

The age of a Field Umpire must be:

- (a) a minimum of thirteen (13) years old unless, agreed otherwise by the AFLSE Umpiring Department; and
- (b) at least two (2) years older than the age group being officiated, unless otherwise approved by AFL SE Umpiring Department. For example, the Umpire should be a minimum of fifteen (15) years of age for an Under 13 Match.

#### **14.8. Reporting of Players and Officials**

- (a) Umpires may report to the League any Player or Official who, during the progress of a Match or within the immediate proximity of the ground on the day of the Match, commits a reportable offence. The procedure for making and lodging such a report shall be as specified by the AFL Laws of the Game and AFL Vic Country Rules.
- (b) Registered field, registered boundary and/or registered goal umpires are permitted to report Players.
- (c) All reporting Umpires are required to complete the AFL Vic Country Notice of Report as prescribed by AFLSE.

#### **14.9. Approaching Umpires**

- (a) Other than the Captain, no person, except as listed in By-Law 14.9 (b), shall approach or talk to an Umpire (field, boundary and goal) prior to, or after the conclusion of a Match or leaving the playing arena.
- (b) The excepted persons referred to in By-Law 2.8. (A) are:

- i) AFLSE staff;
  - ii) Umpire Manager or Umpire Coaches;
  - iii) Match Manager,
  - iv) Team Managers in the execution of their duties.
- (c) 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.

#### 14.10. Powers & Duties

- (a) Where required, the Field Umpire may ask spectators to provide more space beyond the boundary and may refrain from recommencing the Match until the request is complied with.
- (b) Each Club is to ensure the competency of any person who accepts appointment as a Goal or Boundary Umpire. The Field Umpire has the power to order replacements for any Boundary or Goal Umpire. The Field Umpire has the power to consult with, and if necessary, over rule a Goal or Boundary Umpire where, in the Field Umpire's opinion, an obvious error has occurred. No third party is permitted to be involved in any such consultation (notwithstanding the Laws of the Game).
- (c) All Goal and Boundary Umpires should introduce themselves to the Field Umpire(s) prior to the commencement of the Match and restrict all communications with the Field Umpires to matters arising directly from Umpire duties. Goal and Boundary Umpires shall act at all times in a professional manner and refrain from barracking for or giving support to a Team and giving advice or making comments to the Players, other Officials or supporters.

#### 14.11. Goal Umpires

Where AFLSE Official Goal umpires are not supplied, a Goal Umpire must be provided by each competing Team and is required to be dressed in an approved uniform. Goal Umpires must have a set of white flags and scorecard.

#### 14.12. Boundary Umpires

- (a) AFLSE shall appoint Boundary Umpires in the Premier A competition.
- (b) Boundary Umpires for all other all other competitions shall be supplied by the competing Clubs, this exclude U18 girls competition where the following will apply for out of bounds;
  - i) If the ball goes out of bounds from a kick, hands or if there is doubt, the umpire shall call a ball-up 10m in from the boundary unless they deem that action to be deliberate.
- (c) Boundary Umpires are required to be identified correctly with in accordance with their league of origin requirements;
  - South East Juniors:** White shirt or plain white windcheater
  - FDJFL:** Boundary Umpire bib

- (d) The Boundary Umpire will recover the Match ball at the point of exit, give the ball to the Field Umpire who will toss the ball into the air ten (10) metres from the boundary line.
- (e) If the first throw in of a ball is deemed inadequate by the Field Umpire, the Field Umpire will throw the ball into the air ten (10) metres from the boundary line.
- (f) In the case that a Team does not provide a suitable Boundary Umpire, a member of that Team will be responsible for throwing in the ball on the non-umpired side of the ground. Where neither Team provides a Boundary Umpire, the attacking side will throw the ball in. Where a Team has not provided a Boundary Umpire, it will be noted on the appropriate Match day paperwork.

## 15. MATCH DAY REQUIREMENTS

### 15.1. Match Footballs

- (a) AFLSE shall from time to time specify approved footballs to be used in authorised matches of the competition.
- (b) At the commencement of the season each affiliated team shall be supplied and charged for 2 Match Football from the League's preferred supplier
- (c) Match balls used in Competition Matches must include the following Logos;
  - i) **SEJ Home Games:** SEJ, TWW Logo
  - ii) **FDJFL Home Games:** Logo's AFL Vic Country Logo, BOQ
- (d) Unless otherwise agreed by AFLSE in writing, the football sizes to be used in Competition Matches are as follows:

Size Allocations	Size	SUPPLIER	
		FDJFL	SEJ
<b>Under 15 &amp; Above</b>	Size 5 or Full Size Leather	Sherrin	Faulkner
<b>Under 18 Girls</b>	Size 4 Leather	Sherrin	Faulkner

Sherrins will be used during the finals.

### 15.2. Stretchers

- (a) The home club must ensure they supply a compliant stretcher for each game.
- (b) The stretcher is to be located behind the fence at the Interchange Area.

**Any breach shall be subject to the relevant fine, as listed in Appendix A.**

### 15.3. Defibrillator

Match venues should have immediate access to a defibrillator in case of an emergency.

### 15.4. Coaches Box

- (a) There shall be, space permitting a clearly marked, 5 metre exclusion zone to the left, right and behind the coach's box.

- (b) The only officials permitted within fenced area and in the marked coach's area are as follows:
- i) All interchange players;
  - ii) One (1) Trainer,
  - iii) Coach;
  - iv) Assistant Coach and must be identified and accredited
  - v) Runner
- (c) The Team Manager shall be excluded from being in the coaches box or inside the fence.

### **15.5. Fencing / Ground Marking**

- (a) 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. This can be marked either by line marking or by fencing off with tape/rope.
- (b) 2 areas being 2 metres x 2 metres shall be marked on the opposite side of the Coaches' between the fence and boundary line outside the 50 metre arc for the water carriers or trainers.
- (c) 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.
- (d) Failure to comply with these requirements may invoke a fine as detailed in Appendix A.

### **15.6. Emergency Access**

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

### **15.7. Alcohol**

- (a) No Alcohol is to be consumed at any AFLSE game.
- (b) Incidents are to be reported to the Match Manager and the ground management on the day.

### **15.8. Smoking**

No smoking is permitted at any AFLSE Matches.

## **16. Spectators Quarter Breaks**

Spectators are only permitted on the ground at half time.

## **17. Weather**

**17.1.** If doubt arises about the playing of matches due to severe weather, the Committee of Management may choose, at their discretion, to abandon any or all matches within a fixtured 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 Committee of Management prior to declaring the match abandoned.

**17.2.** If a match commences and is abandoned by the Umpire due to weather the Rules of Australian Football in regard to “Abandonment due to weather” are to be followed.

**17.3. Player Numbers**

- (a) The maximum number of U17 players allowable on a team sheet per game is to be 26.
- (b) The maximum number of U18 Girls players allowable on a team sheet per game is to be 22.
- (c) There will be no restrictions on player numbers in the finals.
- (d) In any given match where a team has 22 players or more a player from another team or age group may not be permitted to top up or fill in for that team.

**17.4. Even Up**

- (a) Where a team has between 14 and 18 players for the U17 competition and between 10 and 16 for the female competition and the second team has more players than the first team, both teams shall field the same number of players, therefore an equal number of players shall take the field.
- (b) Team Managers, particularly from the team that requires the evening-up to apply, MUST ensure that the process is organised as early as possible and prior to the teams taking the field. They MUST also ensure that the field umpires are informed.
- (c) In the U17 and the U18 age groups, if players are not offered to the team with less than 16 or 18 players, then playing numbers must be reduced so that both teams field the same number of players. If players are offered, but not accepted, then the team with the greater number of players is not required to reduce playing numbers, i.e the evening up rule does not apply.
- (d) Where one team has more players during the match due to an injury, playing numbers shall be evened up for the remainder of the game. A player should join the game from the Interchange Bench, if available, if not; a player from the team with the greater number of players must be removed from the field as soon as they are notified by the opposition team manager.
- (e) Players who play with other teams from other clubs, who are short of numbers shall have their names added to the bottom of the team’s sheet to which the player was loaned.
- (f) The evening up rule does not apply during finals. Clubs that have teams in this situation can apply for permission to play unqualified players in accordance with the by-laws.

**18. TEAM AND MATCH OFFICIALS**

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

## **18.2. Responsibilities of Team Officials**

- (a) The Following will be the responsibility of Team Officials
- (b) Ensure they are aware of the League Rules, Regulations and Codes of Conduct.
- (c) All officials must wear the appropriate uniform as prescribed by the League.
- (d) Abide by the League Rules, Regulations and Codes of Conduct.
- (e) Team Officials must not handle or interfere with players or officials from the opposing team in any way.
- (f) Team Officials are subject to the direction of the officiating Field Umpire/s at all times. The Committee of Management 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.
- (g) Authorised persons within the coaching area may stand inside the fence providing they are identified by approved league apparel.
- (h) The maximum number of officials in this area is Four (4) comprising of Coach, Assistant Coach, Runner & Trainer. Water Carriers are not permitted in the coaching area and must be situated on the opposite side of the ground in the designated marked area.
- (i) Team Managers shall remain behind the fence.

## **19. Coach/Assistant Coach**

- 19.1.** Prior to the commencement of each season each Coach/Assistant Coach must be registered on CoachAFL with relevant accreditation documentation uploaded.
- 19.2.** All coaches must obtain a WWC listing their club and AFLSE as the linked organisation.
- 19.3.** Must wear an official uniform as determined by the League
- 19.4.** All coaches must obtain a Level 1 AFCA Accreditation prior to the commencement of the Season or show evidence that they are booked into a scheduled session after the commencement of the Season. Penalties shall apply for coaches that are found to be without the appropriate accreditation or who have failed to attend scheduled courses. All coaches must be registered on Coach AFL.
- 19.5.** It shall also be the responsibility of the Coach to ensure only the correct number of players are on the field at all times.
- 19.6. Team Manager**
  - (a) Prior to the commencement of each season each Team Manager must be registered with the League through the SportsTg and Everpoof with relevant accreditation documentation uploaded.
  - (b) All Team Managers must obtain a WWC



- (c) Must wear an official uniform as determined by the League.
- (d) Perform duties required as set out in AFLSE Handbook.
- (e) It shall be the responsibility of the Team Manager to ensure that all Players & Officials who take part in the match for their club are registered.
- (f) If a Player or Official is reported on Match Day, it is the Team Manager's responsibility to inform the Club Secretary ASAP after the match. This includes providing the club copy of the Player/Official report to the Club Secretary.

### 19.7. Runner

- (a) Minimum age of 18 years of age.
- (b) Must have a valid WWC
- (c) A runner for each team shall be allowed on the ground during the game.
- (d) Prior to the commencement of their participation in a match, each Runner must be registered with the League through the Footy Web with relevant accreditation documentation uploaded
- (e) The Runner must wear an official uniform as determined by the League.
- (f) The Runner must not go on the ground except to give a message to a player and then must immediately run off the ground.
- (g) The Runner is to escort their team's players from the ground in the event of a Send Off.
- (h) Team Runners must not run around the playing area or boundary line encouraging players.
- (i) The Runner must not carry a towel or water bottle.
- (j) Team Runners must not talk to, handle or interfere with players from the opposing team in any way.
- (k) The Runner, when not on the field of play, must remain within the marked coaches box.
- (l) The Runner must escort the Umpires on and off the ground at the commencement and conclusion of the match.

### 20. Trainers

**20.1.** All trainers must be trained and qualified in accordance with the AFL Trainers Policy.

Level		U17 Boys and U18 Girls
Match	Recommended	Trainer
	Minimum	ERC
Training*	Ideal	Trainer
	Recommended	ERC

**Notes:**

ERC: Emergency Response Coordinator

\*Overall responsibility of the clubs is to provide a safe training environment.

- 20.2.** Prior to the commencement of their participation in a match, each Trainer must be registered with the League through the SportsTg with relevant accreditation documentation uploaded
- 20.3.** All Trainers/Water Carriers must wear the approved official uniform as determined by the League.
- 20.4.** There may be up to two (2) trainers one Trainer is permitted in the coach's box, unless an injured player is being attended to. The other trainers must be located around the ground at least 20 meters from the coach's area.
- 20.5.** Trainers may only be on the ground to assist any injured players and must leave the ground as soon as they have completed their duties.
- 20.6.** Trainers may deliver water after a goal has been scored or during a significant break in play (i.e. injury).
- 20.7.** A Team may be penalised for loitering on the ground during general play and/or making comments to players and umpires.
- 20.8.** Trainers must not act as Runners or Coach while on the ground.
- 20.9. Water Carriers**
- (a) All Water Carriers must be at least 13 years of age and no older 18 years of age.  
**Note:** Clubs will be given four weeks to adjust to the new provisions. As of round 5, Rule 20.9 must be complied with. Any Water Carrier 18 or over must comply with 20.9 (b).
  - (b) Water Carriers who are 18 years of age they must have a WWC and be registered on SportsTg. All Water Carriers must be registered and listed on the team sheet.
  - (c) Water Carriers must not act as Runners or Coach while on the ground.
  - (d) Each team is permitted to have two (2) Water Carriers.
  - (e) All Water Carriers are to be positioned inside the boundary fence within the designated marked stations outside the boundary line. These stations are to be positioned on the opposite side of the ground to the Coaches bench.
  - (f) Water Carriers are only permitted to enter the playing arena during a substantial break in play (e.g. when a goal is kicked).
  - (g) Water Carriers must wear approved League apparel.
- 20.10. Goal Umpires**
- (a) All Club supplied Goal Umpires shall be at least 15 years of age. (in line with age of club supplied field umpire)

- (b) Goal umpires must wear a white top/jacket.
- (c) Prior to the commencement of their participation in a match, each Goal Umpire must be registered with the League through the SportsTg with relevant accreditation documentation uploaded.
- (d) Goal Umpires 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 endeavour to reach an agreement.

**20.11. Boundary Umpires (CLUB SUPPLIED)**

- (a) The Boundary Umpire must wear a uniform as determined by the League.
- (b) Prior to the commencement of their participation in a match, each Boundary Umpire must be registered with the League through the Footy Web with relevant accreditation documentation uploaded
- (c) The Boundary Umpire must follow the instructions as given by the Field Umpire.
- (d) All Club supplied Boundary Umpires shall be at least 14 years of age.

**20.12. Match Manager (To replace Ground Marshalls)**

To assist in the transition of the various Match Day officials of both leagues, Ground Marshalls shall be replaced with Match Managers.

- (a) Each participating team shall provide 1 Match Manager each
- (b) In maintaining the Code of Conduct, the Match Manager shall:
  - i) The Match Manager for each team must monitor and control their own Clubs spectators and official's behaviour.
  - ii) Ground Marshalls must be behind the boundary fence during the course of the game.
  - iii) Where an incident appears to represent a minor breach, issue a warning to any person that they may be close to breaching the Code of Conduct;
  - iv) Where a formal complaint is warranted, advise the affected Club Secretary to submit a formal complaint to the Operations Manager.
- (c) Where an issue has been raised by the Umpires, the Match Manager will also assist the Umpires upon request to:
  - i) Identify and obtain the details of any supporter, member or non-member spectator that they believe to be an offender or witness to a breach; and
  - ii) Identify and obtain the details of any Club Official or member that they believe to have been involved in a reportable offence where the Umpire has not been able to ascertain the individual's identity.

- (d) Club Officials must co-operate in assisting the Match Manager upon request to identify and obtain details for any member or supporter belonging to their Club. Where it is believed that a Club Official has not co-operated appropriately, it will be considered a breach and the club may be fined.

**20.13. Interchange Steward**

- (a) No Interchange Steward required for the AFLSE Top Age Competition
- (b) The Team Manager and Time Keepers are to monitor the Send Offs from the Field Umpire and determine when a player is allowed to go back onto the ground.

**20.14. Time Keeper**

- (a) Minimum age of 18 years of age
- (b) Both teams shall supply a timekeeper for each match
- (c) The home team shall supply an appropriate, clearly audible siren and an appropriate timing device for the Time Keeper/s. Where the home team fails to do so they may be subject to the relevant fine, as listed in Appendix A.
- (d) The timekeeper shall have the following duties:
  - i) To keep time (in accordance with regulation 13.5 – duration of matches).
  - ii) To sound the siren at the beginning and end of each quarter.
  - iii) To monitor the Send Offs from the Field Umpire and inform the Team Managers when a player is allowed to go back onto the ground.

**20.15. When to sound the siren:**

- (a) Warning siren, 5 minutes before the scheduled commencement of play, this is to notify the umpires and players to enter the field.
- (b) 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.
- (c) Prior to each quarter commencing when the umpire blows the whistle and holds the ball in the air.
- (d) 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.
- (e) Quarter time interval - 2 minute after the end of the first quarter to indicate to teams that they must take up their playing positions. Maximum 3-minute break.
- (f) 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.
- (g) 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.

**21. MATCH DAY REQUIREMENTS**

**21.1. Match Day Paperwork**

Where online facilities are not utilised, paper documents as prescribed by the League in this By-Law will be provided:

<b>Team Sheets</b>	Three (3) copies produced:
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Retained by Clubs_unless otherwise directed by the League	<p>One (1) handed to <u>opposition</u> Team Manager</p> <p>One (1) <b>retained by Club</b> Team Manager</p> <p>One (1) provided to <u>Umpires</u></p> <p>The Team Sheet must include the name of:</p> <p>Coach</p> <p>Team Manager</p> <p>Team Runner(s)</p> <p>First Aid Official</p> <p>Each Club to verify each other's list and each to sign off each Club's copies. Both Clubs to retain.</p> <p>Umpires sign the Match Manager's copy after completing end of Match duties.</p> <p>Clubs must retain for 4 weeks after the season and be able to present if required <b>within seven (7) days</b> or as determined by the League</p>
<b>Goal Umpire Score Cards</b>	Designated Host Club must enter results on SportsTg or as required by the League.
<b>Send Off Form and timekeepers Card</b>	Provided to the Timekeeper.
<b>Match Report Completed by Umpires</b>	Umpires to record Match day presentation and issues / incidents via online facility or as required by the League.
<b>Umpire Review Completed by Coaches</b>	Where required by the League submission to Umpire Manager via online facility or as determined by the League.
<b>Umpire Best and Fairest Votes completed by Umpires</b>	Umpires to submit via online or as determined by the League.
<b>Umpire Notice of Report sheet</b>	The process to be used by the Umpires to submit Notice of Report is as determined by the League
<b>Match Day Checklist</b>	Match Day Checklist must be completed on-line on the JLT AFL Match Day App prior to the scheduled match at a venue or when conditions change significantly after the first game.
<p><b>In the event of a forfeit:</b></p> <p>No Umpire Votes should be taken</p> <p>No Goal Umpires cards to be kept</p> <p>Record result on SportsTg noted as a forfeit</p>	

## 21.2. Team Sheet

- (a) All Teams must use the official Team sheet as produced from SportsTg
- (b) Clubs are to produce three copies of Team Sheets. Copies are to be provided to the opposing Club and the Match Manager for Umpire use.
- (c) Player and Official names on Team Sheets are to be completed in alphabetical order.
- (d) In Home and Away Matches, Team Sheets must be in the hands of the Umpires before the commencement of a Match. Team Sheets handed to the Umpires should only include the names of Players that are present at that time, and changes can only be made to Team Sheets up to the end of the quarter-time interval. It is the responsibility of the Team Manager to ensure all copies are altered accordingly.
- (e) Both Clubs are to retain their copies of the Team Sheets and scorecards for all Matches for a period of at least 4 weeks after the end of the season or as stipulated by AFLSE and be able to present these within seven (7) days of request.
- (f) All Players and interchange Players must be listed with the correct jumper number. The Team Sheet must be signed by the Team Manager and the Coach must be included as selected from SportsTg Team Sheets cannot be printed without a Coach's name.
- (g) At the conclusion of each Match, Team Sheets must be signed by the Field Umpire. The Field Umpire will complete the Match Report and submit via the online facility.
- (h) The Host Club shall collate the results and arrange for entry into SportsTg within 24 hours of the Match being played.
- (i) Each Club will retain the responsibility to upload changes to their own Team Sheets. Clubs must advise the Competition Manager by midday on the first working day following the scheduled Match where any match is not played.
- (j) At the completion of the home and away round of Matches, the Competition Manager will collate all Umpire best and fairest votes for each age group.
- (k) A Player who is found guilty of an offence which results in a penalty, other than a reprimand, including an accepted Prescribed Penalty other than a suspension, is ineligible to win any AFLSE Best & Fairest Award.
- (l) Votes accumulated by a Player prior to a team being re-graded will count towards the players final vote tally in the new competition, provided however, the player remains in that team.
- (m) Team Sheets will be the only acceptable record of the Players who have played. Both Teams are to retain copies of Team Sheets and Goal Umpire Score Cards.
- (n) In Finals Matches Team Sheets must be in the hands of the Match Manager fifteen minutes before the commencement of a Match. Clubs can still make changes to Team Sheets up until the end of the quarter time interval. Team Sheets handed to the Match Manager should only include the names of Players that are present at that time.

- (o) Any person wishing to query the validity of information contained on a Team sheet must do so within 7 days of the day the Match is played.
- (p) It is incumbent on Clubs to ensure that individuals designated to create and update Team Sheets are aware of exactly what the process is and the consequences of not completing the task correctly. At any time, a Club may seek advice from the Competition Manager on the process. Any Club requesting the Operations Manager to make an adjustment to a Team sheet must do so within thirty-five (35) days of the Match concerned being played and must provide a copy of the Team sheet concerned. Any changes after thirty-five (35) days will incur a fee of three hundred dollars (\$300) per Team.
- (q) Once finals have commenced no changes of any nature to old Team Sheets can be made
- (r) Clubs providing incorrect or incomplete Team Sheet may be subject to disciplinary sanctions including a determination that the Club's Team be recorded as losing the Match (with a score of sixty (60) to nil (0)).

### **21.3. Identification Checks**

- (a) Any Club questioning an opposing Player's eligibility may ask the Player's Team Manager to confirm the identification of the Player in question. To facilitate administration of this provision, or if unable to be satisfied by evidence on the day, the following procedure must be followed:
  - (b) The Player in question shall sign the reverse side of the Club's Team Sheet;
  - (c) The Club requesting proof shall apply in writing to the League;
  - (d) The Player's Club must produce satisfactory evidence within three (3) working days of receiving an official request from the League, otherwise all Match wins gained by that Team in which the Player took part shall be forfeited to the opposing Team.
  - (e) Should any Player fail to comply with either a request pursuant to By-Law 21.3 (A) or assist in the provision of identification of the Player the Player may be subject to disciplinary process pursuant to the AFL Vic Country Tribunal Guidelines. It is the responsibility of the Match Manager to arrange for the safe delivery of these particulars to the League. Should any discrepancies be found, the matter will be dealt with at the discretion of the Competition Management Committee in accordance with these By-Laws.

## **22. DISCIPLINARY MATTERS**

### **22.1. Order Off Rule & Reports**

AFLSE shall apply the Order Off and Report Procedures as published by AFL Vic Country.

### **22.2. Blue Card**

- (a) In addition to the use Yellow and Red Cards as defined in the AFL Vic Country Rules, Field umpires may order a player off the ground for 15 minutes without reporting him/her by showing a blue card.

**Note:** This would only apply when a player has not committed a reportable offence but has breached the law and given away a free kick in a deliberate or undisciplined manner or behaves in a manner detrimental to the image of the game. The intention of this rule is to provide the player with a cooling off period.

- (b) Any player/official ordered off for a third time during the season will automatically receive a one match suspension. A fourth order off will incur a two match suspension. Further send offs will result in the player/official appearing before the Independent Tribunal.
- (c) Any automatic suspension as outlined in 22.2 (b) will be served in addition to any penalty handed down by the Independent Tribunal.

### 22.3. Officials

- (a) In addition to the AFL Vic Country rules, AFLSE has adopted the following By-Laws in relation to Officials.
- (b) 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.
- (c) 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.
- (d) Any official ordered-off under a red card may take no further part in an official role for the remainder of the match.
- (e) 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.
- (f) 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.
- (g) The roles of coach, team manager, runner and trainer / water carrier may not be replaced during the yellow or red card penalty period.
- (h) 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.
- (i) 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.
- (j) 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.

#### **22.4. Suspension of Players / Officials Due to Multiple Send Offs**

- (a) Any player/official who is ordered-off the ground twice or more in the same match will automatically incur a one-week suspension. Suspension will be for the following fixtured match which includes the finals series.
- (b) If any player/official is sent off three (3) times in the one season the player/official shall receive an automatic two-week suspension (even if one week has been served due to 22.3.3 (a)). Suspension will be for the following fixtured match including the finals series. Any further send-offs will require the player/official to appear before the Committee of Management.
- (c) The Club will be notified once 2 yellow/red cards have been recorded in the system and the information can be disseminated and the player alerted.

#### **22.5. Power to Report**

- (a) Members of AFLSE 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.
- (b) The Committee of Management 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.

#### **22.6. 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.

#### **22.7. Parents and Supporters**

Each Parent and Supporter must:

- (a) Support the participants and enjoy the Match;
- (b) Encourage participation, but don't force it;
- (c) Teach that enjoyment is more important than winning;
- (d) Not ridicule mistakes or losses;
- (e) Lead by example and respect all Players, Coaches, Umpires, Officials and spectators.
- (f) Physical or verbal abuse will not be tolerated;
- (g) Recognise all volunteers who give up their valuable time;

- (h) Not publicly criticise Umpires and instead raise personal concerns with Club Officials in private;
- (i) Do not use remarks based on race, religion, gender or ability as many such comments are politically incorrect and it is your Coach, team-mates, Club and family that are let down with such remarks;
- (j) Respect the facilities and equipment of their own and opposing Clubs;
- (k) Not engage in physical and/or verbal intimidation, abuse or conduct toward any Player, Official, Umpire or supporter;
- (l) Condemn the use of violence in any form, whether it is by spectators, Coaches, Officials or Players;
- (m) Not use abusive language;
- (n) Not to enter the field of play in any sanctioned Competition Match unless granted permission by an Official to do so;
- (o) Not take part in any form of bullying including via the use of social media;
- (p) Not make or post inappropriate, offensive or discriminatory comments in public,
- (q) including via social media, about Players, Clubs, Umpires, Officials, the AFL, AFL Victoria, AFL Vic Country or the League. Social media includes, but is not limited to, email, instant messaging, text messages, phone messages, digital images, website postings (including social media such as but not limited to Facebook, Twitter, LinkedIn, Instagram, websites and blogs).

### **23. Complaints and Investigations**

AFLSE Investigations will be conducted in accordance with AFL Victoria Country Rules and Regulations as detailed in Rule 5.0, Unbecoming Conduct. All Investigations will be carried out by approved independent Investigators as approved by AFL Victoria.

### **24. Investigation fees**

In instances where a club lodges a request for an investigation per AFL Victoria Country Rule 5.0 (Unbecoming Conduct) the required fee of \$500 shall be lodged, the full amount of \$500 shall be retained by the League and dealt with as follows;

- (a) When the Investigation Officer determines that there is no case to answer, the club that has requested the investigation shall receive a refund of \$200. \$300 will be retained by the League to cover the cost of the Investigation.
- (b) If the complaint is deemed to be frivolous or vexatious, the full \$500 shall be retained by the League.
- (c) In cases where the Investigations Officer refers the matter to the Independent Tribunal, and a verdict of not guilty (or case not proven) is determined, the club that has

requested the investigation shall receive a refund of \$200. \$300 will be retained by the League to cover costs of the Investigation.

- (d) In cases where the Investigations Officer refers the matter to the Independent Tribunal, and a guilty verdict is determined, the club that has requested the investigation shall receive a full refund of their \$500. The club of the player/official that has the guilty verdict applied to it shall be charged the \$500.

## **25. Cooperation**

Clubs who fail to cooperate with the investigation process shall be fined a minimum of \$200. The League, in conjunction with the Investigations Officer, shall determine if a club has failed to cooperate with the investigation process. Examples of failing to cooperate include players/officials not turning up for interviews, clubs failing to confirm availabilities for interviews or clubs withholding members from the investigation process.

## **26. Code of Conduct**

### **26.1. Promoting the Code of Conduct**

All Clubs are required to ensure that all members, Players, Officials, Coaches and parents of Under 18 Players receive a copy of or accept at registration this Code of Conduct. Irrespective of whether a copy is provided, all Club persons have obligations under the Code of Conduct.

### **26.2. Liability for Spectator Conduct**

- (a) A Club is responsible, and liable, for the conduct and behaviour of its supporters and spectators, whether at home or away Matches.
- (b) Each person at a Match must comply with the Spectator Code of Behaviour. It is the host Club's responsibility to ensure the Spectator Code of Behaviour is implemented and enforced against all spectators.

## **27. LEAGUE FAIREST & BEST AWARDS**

**27.1.** AFLSE shall award a Fairest & Best in the U17 boys and U18 girls competitions.

**27.2.** Field umpires shall confer after each match and award three votes, two votes and one vote to the players they adjudge to be as the best, second-best and third-best in the match, respectively.

**27.3.** The votes are to remain confidential and recorded on the official league on-line application or paperwork.

## **28. CODE OF CONDUCT**

**28.1.** The League shall adopt the Policy of its governing body in regard to Codes of Conduct and Member Clubs shall be responsible for implementing and complying with those requirements.

**28.2.** Where there is a requirement under such policy that a Member Club performs 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.

## 29. FINES SCHEDULE

**29.1.** In breaches of these By-Laws shall be dealt with by the Competition Manager and fines may be issued in accordance with Appendix A.

## 30. REPRESENTATIVE / DEVELOPMENT SQUADS

**30.1.** Representative squads in the U17 boys and U18 girls will be the responsibility of the respective league of origin.

**30.2.** Representative Programme shall be managed by AFLSE in consultation with the respective participating leagues.

## 31. WORKING WITH CHILDREN

**31.1.** 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.

**31.2.** AFL Victoria recommends that Clubs, with players under 18 will, as a minimum requirement, have the following people obtain a WWCC:

- i) All Executive Committee members i.e.: President, Vice President, Secretary, Treasurer, as well as Canteen Manager / Supervisor;
- ii) Coach of a team;
- iii) Team Manager of a team;
- iv) Club Trainer of a team;
- v) Any adult attending an overnight trip with a player under the age of 18 (Please note this is a requirement that has been in place since 30 June 2007 under the WWC legislation);
- vi) Other members of the club who are involved in regular contact with children that are not directly supervised by a person who has completed a WWCC.

## 32. FEMALE FOOTBALL

AFLSE supports participation of Junior Football for both male and females. In doing so, the League will work with AFL Victoria and member clubs to ensure the Leagues structures are aligned with the state and national objectives as outlined in the Female Football Policy.,

### 32.1. Age Classifications

No overage permits will be considered for the U18 girl's competition, unless an application is received that is in line with the AFL National Age Dispensation Policy.

### 32.2. Female Competitions Playing Numbers

- (a) To constitute a game, a team must start the game with the at least the minimum number of players. Failure to do so will see the team forfeit the game.

Age Group	Starting Numbers on Ground	Minimum Numbers	Maximum Numbers on Ground	Maximum Numbers on Team sheet
U18	16	12	16	22

- (b) Teams must start matches with the minimum number stated. An equalization policy applies for all age divisions
- (c) Players playing for the opposition must be registered and entered on both of the Team Sheets as per **Rule 11.5 (d)**

### **32.3. Home and Away Season**

All grades are to be played over 14 rounds for regular season and 3 weeks for finals.

## **33. CLUB ACCOUNTS**

**33.1.** All affiliated clubs shall forward to the League no later than December 1 each year a copy of the following;

- (a) A copy of the Annual Report passed by the Members at the AGM
- (b) A copy of the Profit and Loss Statement and Balance sheet passed by the Members at the AGM
- (c) Evidence of the clubs Activity Statement being submitted to CAV for that financial year
- (d) Updated Club Office bearers and their contacts. These are to be loaded into the Footy Web system as stipulated by the League. The office bearers that are to be loaded as a minimum are as follows:
  - i) President
  - ii) Secretary
  - iii) Registrar
  - iv) Treasurer
  - v) Child Safety Officer
  - vi) Club Complaints Officer
  - vii) Coaching Co-Ordinator (Using 'Coaching Director' option)
  - viii) Football Operations (Using 'Operations Manager' option)

**33.2.** Clubs may load other roles into the competition management system as they see fit. Note: Club Secretaries must advise the league Operations Manager of changes made throughout the season to the Club Office Bearers and their contact details within 7 days of the change. The Club must update their contact details in the competition management system within the above time frames.

## **34. CONCUSSION**

**34.1.** If a player is deemed to be concussed on match day, they should not return to the field of play (or training) until such time as a doctor's certificate has been obtained indicating they are fit to play. This process is to be managed at club level and is to be in line with the AFLSE Concussion policy listed in Appendix D.

## **35. FINES**

**35.1.** The following Schedule sets out the fines approved by AFLSE that may to be imposed for specific breaches of the By-Laws at an Administration and Match Day level:

**35.2.** Notwithstanding this By-law Competition Manager may impose further or additional such sanctions as it sees fit.

- 35.3.** Where a Club, Player, Official or Umpire has been fined by the Competition Manager or incurs an automatic fine, such fine shall be paid within fourteen (14) days of notification of the penalty except where otherwise specified by the League. Failure to pay such fine by the specified time without a satisfactory explanation may result in the fine being increased by the Commission
- 35.4.** Where a fine has not been paid within three (3) months of the invoice date, the Player's or Official's Club is responsible to pay the fine to the League.

<b>APPENDIX (A) FINES SCHEDULE</b>	
<b>Breach</b>	<b>Fine</b>
<b>Administration</b>	
Club changing official Match times or dates without agreement from the opposing Club and having not advised the Competition Manager seven (7) days beforehand or as agreed.	\$100
Club not adhering to the player movement rules defined in these By-Laws	\$250
Club playing ineligible, suspended, unregistered and/or over-age Players. Should a Team be found guilty of three (3) of any of the above in any one season	\$100 plus loss of Match ratio. \$250 and the Team withdrawn from the competition.
Any Player playing under another name other than their own.	\$250 plus loss of Match wins.
Code of Conduct Breach.	Max \$250
Withdrawal of a nominated Team within fourteen (14) days of competition commencement.	\$250
Withdrawal of a nominated Team within seven (7) days of competition commencement.	\$500
Withdrawal of team after start of competition	\$1,000
<b>Match Day</b>	
Each Player must have a number on their jersey and such number must be listed on the Team sheet. More than one Player wear a jersey bearing the same number.	\$20 per breach
Forfeiting a Match without correct prior notification.	\$100
Failure of Team to enter the playing field after receiving a second warning from Umpire.	\$50
Failure to complete Team Sheets - Completion on Match day in accordance with By-Laws	\$20
Incorrectly attired Officials (non-wearing of appropriate bib or uniform as provided for by the By-Laws) –2 <sup>nd</sup> breach and each subsequent breach.	1 <sup>st</sup> breach \$25 2 <sup>nd</sup> breach \$75
Team Runners, Water Carriers and Trainers deemed to be contravening their duties will be sent from field of play after receiving one (1) verbal warning from the Umpire. Failure to comply.	\$50
Team does not provide suitable Boundary Umpire– 2 <sup>nd</sup> breach and each subsequent breach.	\$50
Starting or playing a Match without a First Aid Official (as defined).	Max \$200
Failing to supply a stretcher at the ground.	\$250
<b>Tribunal Fines</b>	
Player found Guilty at Tribunal	\$60
Accepting Set Penalty	\$20
Non-Appearance of Advocate at Tribunal (per offence)	\$100
Non-Appearance of player at Tribunal (per offence)	\$100

## APPENDIX B

### 2019 UMPIRE FEES + CHARGES

AFLSE will be responsible for all umpiring associated invoicing and payments to umpires.

The Home Club will be invoiced directly to the nominated club contact for payment within 14 days.

<b>AFL South East Combined League – Umpire Charges</b>			
<b>Junior League</b>	<b>Field</b>	<b>Boundary</b>	<b>Goal</b>
<b>Under 17</b>	\$86	\$52	\$48
<b>Female Football</b>			
<b>Youth Girls – Under 18's</b>	\$86	\$52	\$48



## APPENDIX C

### JUMPER CLASH

(To be included when clashes finalised)

Club	Clash Club
Langwarrin Junior Football Club	<b>Officer Junior Football Club</b>
Edithvale-Aspendale Junior FC	<b>Berwick Junior Football Club</b>
Carrum Patterson Lakes	<b>Pakenham Junior Football Club</b>