**The Basin Football Club Inc**

**Code of Conduct/Club Policy (2010)**

**  **

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***Date: November 2010 Endorsed by Club Committee***

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***THE BASIN FOOTBALL CLUB Inc***

***MANDATORY & ENFORCEABLE CODES OF CONDUCT FOR***

***COACHES, PLAYERS, PARENTS, SUPPORTERS AND OFFICIALS***

***The Basin Football Club fully supports the codes of conduct as introduced by the AFL and Football Victoria.***

***COACHES CODE OF CONDUCT***

**Coaches are required to sign the AFL Code of Conduct as part of the Level 1 Accreditation**

**requirement.**

***All coaches are accredited to coach in our League.***

***PLAYER’S CODE OF CONDUCT***

Play by the rules – the rules of your club and the laws of the game.

Never argue with an umpire or other official – without these people, you can’t play football.

Control your temper - verbal abuse of officials and sledging other players doesn’t help you enjoy or win

any games.

Be a team player – It’s a team game, treat it that way.

Treat all players as you would like to be treated – fairly.

Co-operate with your coach, the umpires and team-mates.

Play for your own enjoyment & to improve your skills.

Don’t use ugly remarks based on race, religion, gender or ability – you’ll let down your coach, team-mates

and family if you do – & many such comments are actually now illegal.

***PARENTS & SUPPORTERS CODE OF CONDUCT***

Remember that you are there for the participants to enjoy the game.

Encourage participation, but don’t force it.

Teach that enjoyment is more important than winning. Never ridicule mistakes or losses – supporters are there to support not downgrade. Lead by example and respect all players, coaches, umpires and spectators – physical or verbal abuse will

not be tolerated.

Recognize all volunteers who are giving up their valuable time.

Never publicly criticize umpires – raise personal concerns with club officials in private.

Don ‘t use ugly remarks based on race, religion, gender or ability – you’ll let down your family and yourself

if you do – & many such comments are actually now illegal.

Agree to the Club code of conduct and club rules.\*

By your son registering with the Basin football club Football Club we agree to abide by these principles. We support the Club in its undertakings and encourage the Club to take any necessary disciplinary actions including the suspension and banning where warranted of any players, parents and or spectators for repeated or serious breaches of these Codes of Conduct.

***\* (Also refer to Club rules page 7 & 8)***

***OFFICIALS CODE OF CONDUCT***

Compliment both teams of their efforts.

Be consistent, objective and courteous in calling all infractions.

Condemn the deliberate foul as being unsportsmanlike and promote fair play and appropriate sports behaviour.

Use common sense to ensure that overcalling violations does not lose the spirit of the game for players.

Actions speak louder than words. Ensure that your own behaviour is consistent with the principles of good sportsmanship.

Make a personal commitment to keep yourself informed of sound officiating principles and the principles of growth and development of players.

Support all efforts to remove verbal and physical abuse from sporting activities.

You are representing your club. Don’t do anything that will discredit or bring adverse attention to your club.

***Date: November 2010 Endorsed by Club Committee***

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***THE BASIN FOOTBALL CLUB***

***STATEMENT OF PURPOSE & VALUES***

***The Basin Football Club aims to provide an opportunity for the youth of***

***our area to participate in Australian Rules football and enhance their health***

***and well-being through organized sport. The Club, will at all times, Endeavour***

***to provide for the health, welfare and well being of its players, supporters and***

***Spectators. This aim will be achieved by promoting and developing the***

***Following values and objectives:***

***A* sense of social and community values.**

**An environment to nurture the physical and mental development of our youth.**

**Respect for officials, opposition players and supporters.**

**The virtues of fair and disciplined play.**

**Equal opportunities for everyone. They will be realized by providing as far as reasonable:**

**Competent coaches and assistants.**

**Adequate facilities, amenities and equipment.**

**Supervised social functions encouraging family participation.**

**Regular communication and consultation with players and parents & partners.**

**Active leadership and management of the Club.**

***All players, Coaches and Officials, parents, supporters and Committee members have a responsibility at all times when representing the The Basin Football Club to conduct themselves in an appropriate manner consistent with these values and or Codes of Conduct.***

***Date: November 2010 Endorsed by Club Committee***

***The Basin Football Club Privacy Policy (Junior)***

All personal information collected by the club will be treated with the utmost confidentiality. It is accepted by parents thatpersonal information supplied by them on the registering of their child withthe club will be used by the club for management purposes and in conjunctionwith the EFL.

This personal information will be collated by the Registration Officer and Junior Secretary. Personal information for each team member will be passed on only to their respective team manager and

coach to assist in the management of the team.

Personal information received is not to be forwarded onto any other third parties unless the expressed consent is obtained from the person who's personal information it relates to or it is deemed necessary as

determined by the Registration Officer or Junior Secretary. '

***Date: March 2012 (amended)***

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***THE BASIN FOOTBALL CLUB***

***TEAMS SELECTION POLICY & GUIDELINES***

***This document has been produced to clarify the team selection process.***

***It is Club policy to support our Coaches in any reasonable decisions they***

***make. The Club requires our Coaches to adhere to the following guidelines as***

***far as practicable:***

***Age group’s U/19 and Open-age***

The Club aspires to provide players the opportunity to play in the highest level within the league.

The Club’s divisional allocation is determined by the performance of the senior team in the previous season and / or

the number of divisions.

The selection of the side is the responsibility of the appointed coaching panel. This is to be based on the Coaches

Judgment and perception of the player’s abilities, potential, development, attitude, commitment and the need for team

balance.

***Age group’s U/19***

Where two sides are formed in the same age group and in different Divisions or league, Coaches are empowered to

select teams. This is to be based on the Coaches judgment and perception of the player’s abilities, Potential,

development, attitude, commitment and the need for team balance.

***The Senior Coach will assist the Coaches select the sides if required.***

***Age group’s U/19 - Special needs***

The Club appreciates that there may be extenuating circumstances, and that some players may wish to be in a

particular side. Such requests should be made through the Coaches and Team Managers of the respective teams in

accordance with the club conflict resolution procedure.

***Age group’s juniors-Under 8 to Under 17***

No player is permitted to play more than one age group above his current team. Application can be made to the junior

Executive for consideration in exceptional circumstances

Where two sides are formed in the same age group and in different Divisions, Coaches are empowered to

select teams. This is to be based on the Coaches judgment and perception of the player’s abilities, Potential,

development, attitude, commitment and the need for team balance.

The Club appreciates that there may be extenuating circumstances, and that some players may wish to be in a

particular side. Such requests should be made through the Coaches and Team Managers of the respective teams in

accordance with the club conflict resolution procedure.

Where Junior teams make the finals and the team numbers exceed the amount permitted by the league to play in finals that the coach will have the final say on what players will play based on efforts, commitment & team balance etc.

***Date: November 2010 Endorsed by Club Committee***

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***THE BASIN FOOTBALL CLUB***

***ISSUE RESOLUTION POLICY & GUIDELINES***

***POLICY***

*The Basin Football Club requires that all issues are resolved to the satisfaction of the*

*members and Committee in a timely fashion. Accordingly, the following issue*

*resolution procedures have been developed to enable this objective to be fulfilled.*

*All members have a responsibility to participate in reasonable actions to resolve*

*issues. The procedures below detail the level of involvement for expediting issue*

*resolution*.

***PROCEDURE***

1. Any person wishing to raise an issue shall do so as follows:

***ISSUE RAISED WITH***

Football or team related Team Manager or coach. Where possible the person reporting the issue should make

suggestions that may resolve the issue as soon as possible after an issue has been reported, the Team Manager,

Coach and / or the Disciplinary Committee and the claimant, must meet and try and resolve the issue.

**2.** Where the initial parties cannot resolve the issue, the Team Manager should refer the matter to the Disciplinary

Committee, President or Vice President as soon as possible.

**3.** In attempting to resolve the issue, all parties should take into account the following factors:

**3.1** The extent of the issue, i.e., if it is likely to have a wider effect in the Club.

**3.2** The number of players or teams affected.

**3.3** Whether appropriate temporary measures are possible or desirable.

**3.4** The expected time before the issue can be addressed.

**3.5** What resources may be needed to resolve the issue?

**4.** The consent of the Disciplinary Committee must be obtained before any external parties are involved in the

resolution of Club issues.

***Only the Club President and/or secretary is authorized to make public statements on behalf of the Club.***

**5.** The Team Manager and / or Coach may at any time call on Members for assistance.

***Any football or team related issue reported to the Disciplinary Committee, where the Team Manager and / or***

***Coach has not been given the initial opportunity to resolve any such issue, will be referred back to the Team***

***Manager / Coach.***

All persons must take reasonable actions to avoid situations that could cause serious injury or harm to health of

players, officials or the public. If any hazard is identified the Committee are to be informed as soon as possible.

***Date: November 2010 Endorsed by Club Committee***

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***The Basin Football Club rules (Players Senior & Colts)***

***1 Train***

If you commit to playing football then you must train, each & every session. If you cannot make it to

training then you must speak to the coach **AND** in advance of the session.

**Do not** send an SMS as it will be ignored.

If you fail to train **AND** you didn’t advise one of the above mentioned coaches in advance, then you will

front the Leadership Group, who will then decide what action to take.

***2 Be punctual***

Punctuality is vital to establish a standard and show that you can be relied upon.

Full training starts at 6:00pm. You need to arrive at training prior to 6:00pm. So you are stripped & ready.

All under 18 players must be at the ground by 8:30am. If you are not at the ground by this time and did

not get your absence Okayed in advance by the coach then you will start on the bench.

If you transgress a second time, you will front the Playing Group, who will then decide what action to take.

***3 Respect what you are told***

Respect what you are told by both your team-mates and the coaches.

If one of the coaches tells you something, it is only to make you a better footballer and in turn make us a

better team.

If a team-mate tells you something, constructive or otherwise, remember it’s the football club telling you

something, not a team-mate to start an argument with.

Don’t just wait for the coaches to approach you for feedback: you are encouraged to approach the

coaches for clarification on selection and performance, as well as perceived strengths and weaknesses.

***4 Respect the clubs facilities & equipment***

If your football boots are muddy, take them off before entering the rooms at any time on a training night.

***Note that this rule does not apply to match days.***

Do not leave footballs & equipment where they can be forgotten about or stolen.

Do not litter.

***5 You cannot leave the training track***

Without first getting approval from the coach

***6 Attire***

Have your football, boots, runners, something to swim in, a towel and your mouthguard with you at every

session.

***7 Injured players must attend training***

**Injured players are to attend training for a number of reasons:**

Injured players must attend training and report to **trainers** for rehabilitation.

Your attendance galvanises the playing group out on the track and shows everybody that you are still

keen to be involved. When you don't attend, the guys on the track start to think that just turning up to

training is enough when it is clearly not.

Injured players can participate in modified training wherever possible. Even if you can't join in the ball

work, we have a number of 20-minute programs that have been worked out around each common type of

injury.

You can help the club by taking on some of the menial tasks, such as making sure the footballs are

pumped up, collecting footballs from behind the goals, grabbing hold of a tackle bag during drills, filing up

the water bottles, pouring the cordial at the end of training, putting the footballs & cones away and

sweeping out the rooms.

***Date: November 2010 Endorsed by Club Committee***

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***The Basin Football Club rules (off Field)***

***(Spectators, supporters,Social Members, Parents, life members & any person/s affiliated with the club)***

***(For the purpose of this document will be known as non player)***

* Encourage players to participate, if they are interested.
* Encourage players to always participate according to the rules.
* Never ridicule or yell at a player for making a mistake or losing the game.
* Remember that players learn best from example. Applaud good plays by all teams.
* If you disagree with an official, raise the issue through the appropriate channels rather than questioning the official's judgment and honesty in public.
* Support all efforts to remove verbal and physical abuse from sporting activities.
* Recognise the value and importance of officials, coaches, players etc
* Remember that children play organised sports for fun. They are not playing for the entertainment to *spectators only, nor are they miniature professionals.*
* Condemn the use of violence in any form, be it by spectators, coaches, officials or players.
* Don‘t use ugly remarks based on race, religion, gender or ability (*such comments are actually now illegal*.)
* Encourage players to follow the rules and the officials' decisions.
* Respect the clubs facilities & equipment
* Demonstrate appropriate social behaviour by not using foul language, harassing players, coaches or officials.

***Date: November 2010 Endorsed by Club Committee***

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***The Basin Football Club (off Field)***

***Disciplinary Categorization (non player)***

Any action which jeopardizes the welfare or reputation of the club, shall cause the offender to

explain his or her actions before a disciplinary committee.

***This will be known as the Disciplinary Committee****. (Senior or Junior)*

*Consisting of minimum of 3 club committee members (Senior or junior what ever is appropriate)*

*(One member of the disciplinary committee must be a \*\*executive of the club who will chair the hearing.)*

*\*Life members who are non committee can be asked to be part of the disciplinary committee at the discretion of the club president or his/her representative.*

*\*\*Executive being President, Vice President, Secretary, Treasurer or Junior President*

*\*\* The Junior Vice President or junior secretary can chair a junior disciplinary hearing in the absence of the junior president*

A non player may ask to have any witness or person helpful to their case appear before the committee.

A non player may ask to delay a hearing for work, personal reasons or availability of witnesses for up to one week.

***If an action is found by the committee then it will categorized as minor,***

***serious or grave.***

***MINOR OFFENCE:***

**Grade 1: 1st time - A warning will be given.**

**Grade 2: 2nd time –A possible suspension from Club. #**

**Grade 3: 3rd time (or worse) - Suspended from Club from 1 week to indefinite. #**

***SERIOUS OFFENCE:***

**Grade 4:1st time - Suspended sentence or suspended for 1 to 4 weeks. #**

**Grade 5:Repeat - Suspende #**

***GRAVE OFFENCE:***

**Grade 6:1st time-Suspended indefinitely #**

**Grade 7:Repeat- Life Ban from Club #**

***# Discretion of disciplinary Committee***

**All non players will have their hearing and results within one (1) working week of *notification*; they must appear before the**

**Disciplinary Committee. In the event of the non player asking for a delay, the working week will start from the time of the hearing's commencement.**

***MINOR OFFENCES include: #***

**Actions likely to cause a player to be reported under E.F.L. rules, umpire abuse, interaction with**

**opposing supporters, disobeying a reasonable request from a committee members instructions on your actions/behaviour, deliberately causing disharmony among the playing group,non players and or the club.**

**arguing with players, coaching or support staff, vilifying in any manner, players, coaching or support staff,**

**Endangering the health of players, officials, spectators etc.**

***SERIOUS OFFENCES include: #***

**Physically dangerous actions towards players,officials,spectators opposition or others.**

**abuse of trainers or water carriers, including opposition.**

***GRAVE OFFENCES include: #***

**Physical attacks on players, coaching and support staff, physical attacks on any non playing personnel from our club, another club, disclosing confidential information to opposing teams, racial vilification of opponents, players or any person at the ground, Being under the influence of illegal drugs, Being heavily intoxicated with alcohol.**

**Not leaving the club when requested by bar staff or committee as per liquor license.**

**Breaching the clubs liquor license.**

***# Discretion of disciplinary Committee***

***Date: November 2010 Endorsed by Club Committee***

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***The Basin Football Club (on Field)***

***Disciplinary Categorization (players, coaches, staff etc)***

Any action which jeopardizes the welfare or reputation of the club, team or team mates shall cause the offender to

explain his actions before the senior player leadership group and one or two senior members of the committee.

***This will be known as the Disciplinary Committee****.*

A player may ask to have any witness or person helpful to their case appear before the committee.

A player may ask to delay a hearing for work, personal reasons or availability of witnesses for up to one week.

***If an action is found by the committee then it will categorized as minor,***

***serious or grave.***

***MINOR OFFENCE:***

**Grade 1: 1st time - A warning will be given.**

**Grade 2: 2nd time – A possible suspension from playing or suspended sentence.**

**Grade 3: 3rd time (or worse) - Suspended from playing from 1 game to indefinite.**

***SERIOUS OFFENCE:***

**Grade 4:1st time - Suspended sentence or suspended for 1 to 4 games.**

**Grade 5:Repeat - Suspended indefinitely or registration cancelled.**

***GRAVE OFFENCE:***

**Grade 6:1st time-Suspended indefinitely or registration cancelled.**

**Grade 7:Repeat- Registration cancelled.**

**All players will have their hearing and results within one (1) working week of *notification*; they must appear before the**

**Disciplinary Committee. In the event of the player asking for a delay, the working week will start from the time of the**

**hearing's commencement.**

***MINOR OFFENCES include:***

**Actions likely to cause the player to be reported under E.F.L. rules, umpire abuse, team mate abuse, interaction with**

**opposing supporters, disobeying coaching instructions, deliberately causing disharmony among the playing, group,**

**arguing with team mates, coaching or support staff, vilifying in any manner, team mates, coaching or support staff,**

**endangering the health of team mates or self, failing to alert coaching, staff of unavailability to play or train or any**

**action the coaching, staff may see causing harm to the club*.***

***SERIOUS OFFENCES include:***

**Physically dangerous actions towards team mates, opposition or others, receiving a 2nd yellow card in one season, for language**

**abuse of trainers or water carriers, including opposition.**

***GRAVE OFFENCES include:***

**Physical attacks on team mates, coaching and support staff, physical attacks on any non playing personnel from**

**another club, disclosing confidential information to opposing teams, racial vilification of opponents, team mates or any person at the ground, , playing or training under the influence of illegal drugs, playing or training while intoxicated with alcohol.**

***Date: November 2010 Endorsed by Club Committee***

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**The BASIN FOOTBALL CLUB INC**

**PLAYER OBLIGATIONS & AGREEMENTS**

**For the term of my registration with the Basin football club incorporated agree this document records the following agreement between the parties:**

**PLAYER OBLIGATIONS**

**1.1** Attend all training sessions and team meetings of the Club.

**1.2** Obey all reasonable directions of the Senior Coach, President, and Senior vice president of the Club.

**1.3** Play in all football matches in which you selected to play or as otherwise directed by the Club unless a duly Qualified Medical Practitioner rules you unfit to play.

**1.4** Comply with all reasonable requirements of the Club relating to preparation for matches, attendance at social Functions,

behavior and dress.

**1.5** Not play or train for Australian Football with any other Club or team (save for a Victorian representative team or the league

representative team) without first obtaining the consent in writing of the Club.

**1.6** Do everything reasonably necessary to obtain and maintain the best possible physical condition so as to render The most

efficient service to the Club and to submit from time to time and as and when required by the Club to a Complete a thorough

medical fitness test and examination.

**1.7** Maintain membership of recognized hospital and medical benefits fund which provides hospital, medical and Dental benefits coverage and includes ambulance subscription.

**1.8** Not engage in any dangerous activity which in the opinion of the Club may affect your ability to perform obligations under

this **agreement** without first obtaining the consent in writing of the Club.

**1.9** During league matches, wear only such items of playing apparel as may be approved of or prescribed by the League and to the extent that the same are not inconsistent therewith, the Club.

**1.10** Not comment on a matter which the Club has notified you is a matter upon which you are not to comment publicly.

**PLAYER BOUND TO RULES**

**2.1** The Player hereby agrees with the Club that he is bound by:-

(a) The Rules and Regulations of the Club;

(b) The Rules and Regulations of the League (including requirements of players and clubs regarding registration); and

(c) The Rules and Regulations of Football Victoria Inc, Including any modifications thereof made from time to time (“the Rules”).

**2.2** I hereby acknowledges that the Rules restrict the freedom me to transfer from one Club to Another but that such Rules are

necessary and reasonable for the purpose of:-

(a) Achieving an even and well-matched competition;

(b) Ensuring the competition is properly organized and well administered;

(c) Encouraging Clubs to support junior development of Players to support the future of the competition; ***and***

(d) Protecting and promoting the game of Australian Football.

**DISPUTE**

**3.1** In the event of a dispute arising between the parties during the term of this **agreement** or following the termination Hereof, the

matter may be referred for determination to the nominee of the League. A request for determination by an aggrieved party shall be

made in writing to the other party and shall contain a precise statement of the Issue in dispute and all relevant facts giving rise to

the dispute. The League may adjudicate upon any dispute in Accordance with its rules in force at the time.

**TERMINATION**

This **agreement** may be terminated by:

**4.1** The Club if I am in breach of any of his obligations hereunder and the breach continues for a period of 14 Days after notice in

writing by the Club to me requiring the breach to be remedied.

**4.2** The Player if the Club is in breach of any of its obligations hereunder and the breach continues for a period of 14 Days after

notice in writing by the Player to the Club requiring the breach to be remedied.

**4.3** The Player immediately by notice in writing given to the Club upon his name being included, in accordance with The Rules of

the Australian Football League (“the AFL”), on the official list of players of any team competing in The AFL competition.

**PLAYER MOVEMENT TO TAC / VFL / AFL**

**5.1** The player will remain registered with the club until the expiration of the **agreement** it is noted and agreed to by all parties to

this **agreement** that the VFL and or AFL contract will take Precedence over this **agreement** and that the rules and regulations of

the TAC, AFL or VFL will be adhered to.

**WAIVER**

**6.1** A waiver by any party of any of the terms and conditions of this **agreement** in any one case shall not be deemed or construed

to be a waiver of such term or condition for the future or for any other or subsequent breach.

***Date: November 2010 Endorsed by Club Committee***

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**THE BASIN FOOTBALL CLUB**

**RACIAL AND RELIGIOUS TOLERANCE POLICY**

**SECTION 1 COMMITMENT**

1.1. The Basin Football Club is committed to an environment, which promotes racial and religious

tolerance by prohibiting certain conduct and providing a means of redress for victims of racial and religious

vilification and/or racial discrimination.

1.2. The Club is bound by the *Racial and Religious Tolerance Act* 2001 (Vic), the *Racial Discrimination Act* 1975

(Cth), and the *Equal Opportunity Act* 1995 (Vic) (**the legislation**). This Policy is consistent with the

legislation and the Australian Football League's Rule 30 and the Victorian Football League's Rule 7.3. This

Policy is not in substitution of the legislation.

1.3 The Club will ensure that this Policy is communicated to spectators and participants of the Club. It will also

ensure that participants of the Club receive anti-racial and religious vilification and racial discrimination

training on an annual basis.

1.4 Nothing in this Policy prevents a person lodging a complaint in relation to racial and religious vilification

and/or racial discrimination under the legislation. In the event a complaint is made under this policy the Club

shall ensure that the parties are informed of their rights.

**SECTION 2 DEFINITIONS**

In this Policy:-

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

**“Club”** means the (The Basin) Football Club .

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

**“League”** means the Eastern Football League.

**“detriment”** includes humiliation and denigration.

**“discrimination”** means for the purpose of this Policy, conduct based on a person's race, religion, colour, descent or

national or ethnic origin. Discrimination may be direct or indirect. Direct discrimination means treating or proposing to

treat another person less favourably on the basis of a person’s race, religion, colour, descent or national or ethnic

origin. Indirect discrimination means imposing or intending to impose a requirement that a person of a particular race,

religion, colour, descent or national or ethnic origin cannot comply with, but which a higher proportion of people without

that attribute (or with a different attribute) can, when it is not reasonable in the circumstances to do so.

**“participant”** includes a player, director, officer, employee, volunteer to and agent of a Football Club that participates

in the League.

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

***Date: November 2010 Endorsed by Club Committee***

**SECTION 3 PROHIBITED CONDUCT**

**3.1 Racial and Religious Vilification**

No person in his/her capacity as a spectator or participant in the League in the course of carrying out his/her

duties or functions as or incidental to being a participant in the League shall engage in conduct that offends,

humiliates, intimidates, contempts, ridicules, incites, threatens, disparages, vilifies or insults another person on

the basis of that person's race, religion, colour, descent or national or ethnic origin.

**3.2 Serious Racial and Religious Vilification**

No person in his/her capacity as a spectator or participant in the Club in the course of carrying out his/her

duties of functions as or incidental to being a participant in the Club shall intentionally engage in conduct that

he/she knows is likely to incite hatred against another person, or threaten physical harm or incite hatred in

others to cause physical harm to a person or to a person's property because of that person's race, religion,

colour, descent or national or ethnic origin.

**3.3 Racial and Religious Discrimination**

No person in his/her capacity as a spectator or participant in the Club in the course of carrying out his/her

duties or functions as or incidental to being a participant in the Club shall engage in conduct that

discriminates, directly or indirectly against another person on the basis of that person's race, religion, colour,

descent or national or ethnic origin.

**3.4 Victimisation**

3.4.1 No person in his/her capacity as a spectator or participant in the Club in the course of carrying out

his/her duties or functions as or incidental to being a participant in the Club shall victimise another

person.

3.4.2 A person will victimise another person (the victim) if:

(a) the person subjects or threatens to subject the victim to any detriment because the victim (or

a person associated with the victim) intends to or has lodged a complaint in contravention of

this Policy; or

(b) the person assists, requests, induces, encourages or authorises another person to subject the

victim to any detriment because the victim (or a person associated with the victim) intends to

or has lodged a complaint in contravention of this Policy.

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**SECTION 4 AUTHORISED PERSONS**

4.1 The Club will appoint a Complaints Officer (**the Club’s Complaints Officer**) to ensure that any breach of this

Policy is responded to in an equitable and prompt manner.

4.2 The President of the Club (**the President)** is the senior decision-maker in the Club's Complaints Process.

Therefore, should the President be absent for a significant period, he/she must nominate a person to act on

his/her behalf should the process need to be enacted.

**SECTION 5 CONFIDENTIALITY AND RECORDS**

5.1 Confidentiality must be maintained throughout the complaints process. All parties to a complaint, the

President (or Delegate), the Club’s Complaints Officer, any witnesses and the Conciliator must all agree, in

writing, to the maintenance of confidentiality. No person involved in the complaints process shall publicly

comment on any aspect of the complaints process without the prior written agreement of all parties.

5.2 The Club shall ensure that any documents relating to a complaint shall remain confidential and be retained

for 7 years from the date that the complaint is made.

***Date: November 2010 Endorsed by Club Committee***

**SECTION 6 INTER CLUB BREACH OF THE POLICY**

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

6.1 an Umpire, spectator or participant of the Club may by 5.00 pm on the first working day following the day on

which the contravention is alleged to have occurred, lodge a complaint in writing with Complaint’s Officer of

the Club;

6.2 the Complaint's Officer of the Club where the complaint was made shall, by 5.00 pm on the next working day

following the day that the complaint was lodged with the Club, lodge the complaint with the League's

Complaints Officer;

6.3 the Club's Complaints Officer will take no further action once the complaint has been lodged with the League

unless otherwise instructed by the League's Complaints Officer

**SECTION 7 INTRA CLUB BREACH OF THE POLICY**

In the event that it is alleged that a participant of the Club has contravened this Policy an umpire, spectator or

participant may by 5.00 pm on the first working day following the day on which the contravention is alleged to have

occurred, lodge a complaint in writing with the Club's Complaints Officer.

**SECTION 8 MANAGEMENT OF INTRA CLUB COMPLAINTS**

The Club's Complaints Officer shall:

8.1 Make every effort to ensure that:

8.1.1 confidentiality is maintained at all times during the complaints process and that the outcome of the

complaints process remains confidential;

8.1.2 any breach of confidentiality is referred to the EASTERN FOOTBALL League’s Tribunal no later than

5pm on the next working day following the day that the breach was discovered;

8.2 inform the person alleged to have contravened the Policy (**the respondent**) of the complaint and provide the

respondent with an opportunity to respond to it;

8.3 inform only the President of the Club or Nominee, that a Complaint has been received by the Complaints

Officer;8.4 obtain written statements from any witnesses identified by both parties to the complaint;

8.5 where available, obtain any other evidence;

8.6 arrange for the complaint to be conciliated, by an independent conciliator agreed upon by both parties;

8.7 take all steps necessary for the complaint to be conciliated within 5 working days from the day on which the

incident is alleged to have occurred;

8.8 refer the complaint to the League's Tribunal:

8.8.1 when the complainant informs the Complaints Officer that the matter has not been resolved

through conciliation. The Complaints Officer will if requested by the complainant, take all steps

necessary for the complaint to be referred to League's Tribunal within 5 working days from when

the conciliation failed;

***Date: November 2010 Endorsed by Club Committee***

The Basin Football Club senior Racial & Religious officer for current season is Brett Phillips (secretary)

The Basin Football Club Junior Racial & Religious officer for current season is TBA

***Date: November 2010 Endorsed by Club Committee***

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**THE BASIN FOOTBALL CLUB Inc**

**ILLEGAL DRUG POLICY**

The Basin Football Clubunderstands and accepts it has a duty of care to provide a safe and healthy environment, free of illegal drugs. This policy reflects a commitment by the club to the health, safety and welfare of all its members.

This policy has been approved by the committee of The Basin Football Club at its meeting of January 2nd 2009.

**The Club** (The Basin Football Club) is committed to:

* Encouraging and assisting members to realise their full potential within an environment that actively promotes their health, safety and well-being
* Preventing alcohol and other drug related harm to individuals, property and the reputation of the club
* Ensuring a supportive and inclusive environment for all members
* Providing support to members who wish to address their patterns of alcohol and/or illegal drug use
* Meeting legal requirements in relation to alcohol and illegal drugs
* Encouraging moderation and a responsible attitude to the consumption of alcohol

**Purpose**

The purpose of this policy is to ensure club members understand the club’s position regarding illegal drugs and explain how the club will respond to a drug-related incident within its jurisdiction.

**Definitions**

* **Illegal drugs**

Illegal drugs are used by many people in the community, including young adults, so it is likely that some members of our club will have access to them. Currently there are two distinct but related illegal drug issues confronting sporting clubs:

* performance enhancing drugs
* Illegal drugs used for social purposes (e.g. at parties, raves, in the home, at the club, etc).

These two categories are not mutually exclusive. Some illegal drugs used for social purposes (such as amphetamines, e.g. speed) may be used to enhance sporting performance.

* **Club jurisdiction**

The Club jurisdiction extends to the club premises and all activities organised by or for the club at any location or venue.

* **Application**

This policy applies to all members, employees, supporters and visitors of the **[THE BASIN].** Members and employees should ensure they do not attend the club if adversely affected by illegal drugs and/or alcohol.

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* **Club confidant**
* The Club will designate an appropriate individual to act as the ‘Club confidant’. This person may, but does not have to be the Club President or another office bearer and will be responsible for the management of all illegal drug related incidents.

The Club will support this person to carry out their duties whenever required.

**Illegal Drug Use**

The possession, use, distribution or selling of illegal drugs for any purposes on club premises or at any function or activity organised by the club is prohibited.

* In the case of an incident involving an illegal drug, the initial actions and responses will focus on the safety and welfare of those directly and indirectly involved. All responses and actions will reflect the club’s duty of care to members, visitors and all other people.
* The club will investigate all apparent or alleged breaches of this policy and determine a course of action after all relevant facts and circumstances are known.
* The club may refer a member who is involved in illegal drug use to a medical or health service for assistance or, if the club deems it necessary in the circumstances, to the police.

**Managing illegal drug incidents**

Where a club member becomes aware that illegal drug use is occurring at the club or within its jurisdiction, the member should pass on this information to the President and/or Club confidant. Should the need arise, the Club will sanction the individual(s) in line with the club’s rules and policies.

The Club confidant will;

* + Speak to the individual(s) in private, expressing concern about their drug use
  + Remind the individual(s) of the club policy and asked for a commitment that it will not happen again
  + Offer options for support and referral for counselling or other help
  + Leave the door open for further communication with the individual(s) concerned.
  + Inform the Club President in the event of non-compliance
* If an individual(s) is under the influence of a legal or illegal drug at the club, the club will;
  + Ensure the health and safety of the individual(s)
  + Keep the individual under supervision and monitor them at regular intervals
  + Call for medical assistance if required.
  + Arrange safe transport to take them home, unless this involves further risk.
  + Take control of any remaining drugs in their possession, unless this involves further risk.
  + If the person becomes violent or aggressive, contact police to ensure the safety of all.
  + Inform the Club President (and Club confidant) as soon as possible.

**Drugs found at the club or in the possession of an individual**

* If illegal drugs are found at the club or in the possession of an individual, the President and/or Club confidant will be contacted as soon as possible.

The Club will:

* + Take possession of the drug if safe to do so.
  + Place the drug in a clean (preferably “snap lock”) plastic bag.
  + Seal the plastic bag with masking tape to ensure it stays closed.
  + The finder and/or club president should sign and date the tape/bag.
  + Record details in an incident register.
  + Contact local police and request they attend the club to collect the drugs.
  + Store the plastic bag in a secure place until collected by police.
  + Obtain the signature of attending police for the incident register to show the drugs have been taken into their possession.

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* + Ask the person suspected to be in possession of the drugs to leave the premises immediately (assuming it is safe for them to do so), if they deny possessing drugs or refuse to relinquish possession of the drugs to the club.

**Supplying Illegal drugs**

* If it is suspected or known that a member is supplying illegal drugs to other members of the club, the Club confidant will;
  + Speak to the individual to determine if they are supplying illegal drugs to others.
  + If this is verified, or there is a strong belief this is occurring, the club will contact Crime Stoppers on 1300 333 000.
  + If it is unable to be verified, the club will monitor the situation and warn the individual that the matter will be reported to the police if the club has continued concerns.

**Privacy**

* Subject to its right to contact the police if necessary, the Club will maintain the privacy of those involved where possible
* The Club will act with discretion when absolute confidentiality cannot be guaranteed
* Club personnel will be informed on a need to know basis only

**Contacting parents**

* In the interests of health and safety, the Club will contact the parents or guardian of a minor where apparent or suspected illegal drug use has occurred (unless by doing so it will place the safety of the individual at risk of greater harm)
* The Club will inform all members aged under 18 years that parents will be notified if the club is aware (or strongly believes) they are using or supplying illegal drugs.
* If the member is aged over 18 years, the club will determine each case on its merits and decide whether contacting parents or guardian is in the best interests of the individual.

**Contacting police**

* If the Club is aware that a member is supplying illegal drugs to other members, they will notify Crime Stoppers of this activity
* In the case of apparent or alleged illegal drug use, the club may report a person to, or seek the advice of the police

**Medical emergency**

The Club understands that medical assistance may be required if a person has been using drugs.

**Media**

* The Club will designate a club official to communicate with the media on behalf of the club should the need arise
* The Club may seek advice from the league/association prior to communicating with the media
* No other member of the club will communicate with the media on this issue, unless specifically requested by the club official

**Non-compliance**

All club committee members will enforce the illegal drug policy and any non-compliance will be handled according to the following process:

* The designated Club confidant (and President) will be informed of the breach of policy
* The individual(s) concerned will be reminded of the club policy
* Issue a warning of future sanctions for continued non-compliance

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The Club confidant and President will use their discretion as to the action taken for non-compliance, based on:

* Whether it involved use or supply
* Whether the use or supply takes place within the club’s jurisdiction or in private
* Age of the persons involved

In general, and depending on any other rules of the club, should an individual(s) continue non-compliance with this policy, the following will occur;

* suspension for a designated time period
* Expulsion from the club.

**Policy review**

This policy will be reviewed annually to ensure it remains relevant to club operations and reflects both community expectations and legal requirements.

***Date: November 2010 Endorsed by Club Committee***

This Document was endorsed by

The Basin Football Club Committee

November 2010

Authorised executives

President: Brett Howlett sign\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Secretary: Brett Phillips sign\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*Copies to be displayed in Club rooms and web site.

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