



# Barossa Light & Gawler Football Association Inc

## Junior Management Committee Charter

*"Looking after our kids today – for a better BL&GFA tomorrow"*



### **1 NAME**

The name of the committee shall be:

"The Barossa Light & Gawler Football Association Inc Junior Management Committee"  
(Hereafter known as the JMC)

### **2 ASSOCIATION**

The JMC is an associated body of the Barossa Light & Gawler Football Association Inc.  
(Hereafter known as the BL&GFA Inc)

### **3 THE EXECUTIVE**

- 3.1 The President and Treasurer will be elected bi-annually preferably in alternate years.
- 3.2 The Secretary will be appointed by the Committee annually. If there is no volunteer for the position it shall be filled according to the agreed club rotation system.
- 3.3 The Junior Football Officer (hereafter known as the JFO) will be that which is appointed by the BL&GFA Inc from time to time.

### **4 MEMBERSHIP**

- 4.1 The JMC membership will consist of two delegates nominated by each club affiliated with the BL&GFA Inc.
- 4.2 Each club may nominate a proxy delegate who may attend meetings and vote in the absence of the recognised delegate.
- 4.3 A proxy delegate must be nominated at the commencement of a meeting.

### **5 QUORUM**

A quorum will consist of five delegates from at least five clubs

### **6 VOTING**

- 6.1 Each attending club will be entitled to one vote on any motion.
- 6.2 Voting will be by a show of hands unless otherwise agreed.
- 6.3 The President will have a casting vote only (subject to clause 6.4.1).
- 6.4 The Secretary and Treasurer will have no voting powers (subject to clause 6.4.1).  
6.4.1 A President, Secretary or Treasurer may have an ordinary vote on a motion if they are the sole representatives of their club in attendance at a meeting.
- 6.5 The Junior Football Officer will have no voting powers.

### **7 MEETINGS**

- 7.1 Meetings will be held each month except for November, December and January and/or any other month or as otherwise agreed.
- 7.2 Special meetings will be held at a time and place to be agreed.
- 7.3 The Annual General Meeting will be held in September of every year, on a date to be decided by the Committee.
- 7.4 The financial year shall be between the 1<sup>st</sup> October and the 30<sup>th</sup> September.

### **8 NON-ATTENDANCE AT MEETINGS**

- 8.1 Any club which fails to have a delegate (or proxy) in attendance at any JMC meeting will be fined at the following schedule:-  
First offence in any season - \$25  
Second and subsequent offences in any season - \$50
- 8.2 Apologies and exceptional circumstances for non-attendance will be considered by the JMC Executive. A member of the JMC is to be notified of the apology or exceptional circumstances.
- 8.3 Delegates must attend within 30 minutes of the agreed starting time, or be deemed absent and the club fined.

9 **DUTIES****President** The duties of the President shall include;

1. Presiding as Chairman at meetings of the JMC (In his absence the JFO shall preside)
2. Representing the JMC at BL&GFA Inc committee meetings
3. Calling special meetings of the JMC
4. Ensuring that the objectives of this charter and any resolutions passed at BL&GFA Inc committee of management meetings and JMC meetings are carried out

**Secretary** The duties of the Secretary shall include;

1. Perform the recognised tasks of a secretary with regards to minutes, agendas, correspondence, etc.
2. Update the JMC charter as required
3. Distribute required stationery to clubs promptly
4. Prepare an annual JMC budget for the BL&GFA Inc committee of management in consultation with the JMC President, Treasurer and JFO.

**Treasurer** The duties of the Treasurer shall include;

1. Manage all financial affairs of the JMC
2. Present current financial statements to all meetings of the JMC
3. Present an annual financial report to the AGM of the JMC
4. Present an audited financial report to the BL&GFA Inc Football Operations Manager

**Junior Football Officer** The duties of the JFO shall include;

1. Implement junior policy as determined by the BL&GFA Inc
2. Report to JMC meetings on issues relevant to junior football in the BL&GFA

10 **PLAYING QUALIFICATION**

10.1 Under 9 – Under 9 years of age as at 31<sup>st</sup> December of the previous year.

(Players listed for Under 9 **must be** at least 6 yrs of age on 31st December of the previous year)

10.2 Under 11 – Under 11 years of age as at 31st December of the previous year

10.3 Under 13 – Under 13 years of age as at 31st December of the previous year

11 **TEAM NOMINATIONS**

All Club delegates are to submit their team nominations to the Secretary prior to 1<sup>st</sup> March each year unless otherwise agreed by the JMC.

12 **PLAYER LISTS**

All Clubs will ensure that all junior players are registered on the approved database prior to 1<sup>st</sup> April of each year.

13 **PLAYING AN UNQUALIFIED PLAYER**

13.1 Subject to clause 13.1 no club shall play a player who for any reason is unqualified.

13.2 Unqualified will mean any player that no longer meets the required age restrictions.

14 **PERMITS**

14.1 Permits to play in a level below that which a player is qualified for may be granted by the JMC following the approved Permit System process and taking into consideration factors affecting the player's ability to compete at the correct level.

14.2 The circumstances of each exemption permit will be reviewed at each JMC meeting where the JMC may cancel the permit or allow the permit to continue.

14.3 A Permit Exemption Application Form (BL&GFA Inc Form 8) must be filled out and submitted to the JMC secretary prior to consideration.

15 **REGISTRATION FEES**

15.1 Player and team registration fees are to be set at the AGM of the JMC each year.

15.2 Fees are to be paid to the JMC Treasurer prior to the first match of each season.

16 **PROGRAMME**

A member of the JMC shall liaise with the BL&GFA Inc Football Operations Manager and the Junior Umpire's Coach regarding the formulation of season's programme.

**17 MATCH DAY OPERATIONS**

Under 9, Under 11 and Under 13 Home teams to provide: -

- Match ball
- Goal umpire and flags
- Timekeeper
- Scorecards
- First aid personnel and equipment
- Responsible delegate wearing hi-vis vest (Optional for Saturday morning Under 13 games)

Away teams to provide:-

- Goal umpire and flags
- Scorecards
- Responsible delegate wearing hi-vis vest (Optional for Saturday morning Under 13 games)

**18 TEAM SHEETS**

18.1 Under 13 - Before the commencement of each game, an official team sheet listing player's names and numbers as well as the names of the coaches, manager and runner will be completed in triplicate with a copy submitted to the umpire and the opposition team manager.

18.2 Under 9 and Under 11 – Team managers of both Under 11 and Under 9 teams must maintain records of the playing list and supply the names of any particular player or official to the umpire on request.

**19 TEAM NUMBERS**

The number of players in each team shall be equalised before each game.

**20 STARTING TIMES**

Starting times will be determined from year to year.

**21 LENGTH OF MATCHES**

All grades – four quarters of a maximum of twelve (12) minutes each.

**22 MATCH DAY COACHING**

22.1 Coaches of Under 9 and Under 11 teams are allowed on the playing arena to instruct and attend to injuries but must position themselves so as not to interfere with the play and must leave the playing surface when the message has been delivered or the injury treated.

22.2 Coaches of Under 13 teams are not permitted on the playing surface whilst the game is in play but may, however allow one runner, listed on the team sheet and properly attired to enter the player surface for the purpose of delivering the messages to the players. The Runner must leave the playing surface as soon as the message has been delivered.

22.3 A coach who breaches clause 22.2 may be sent off for the remainder of the match by the umpire and reported to the BL&GFA JMC.

**23 PLAYING RULES**

23.1 Under 9 – as per modified SASFA rules in Appendix A of this Charter.

23.2 Under 11 – as per modified SASFA rules in Appendix B of this Charter.

23.3 Under 13 – as per modified BL&GFA rules in Appendix C of this Charter.

**24 DISCIPLINE**

24.1 Club delegates are to ensure that all coaches, players, parents and spectators are informed of, have access to, understand and adhere to the BL&GFA JMC CODE OF CONDUCT – (Appendix D of this Charter).

24.2 Where an umpire detects breaches of the Code of Conduct, the Order Off Rule shall apply – (Appendix E of this Charter).

24.3 Where umpires or any other person detects breaches of the Code of Conduct, a process of discipline management shall be implemented – (Appendix F of this Charter).

25 **ALTERATIONS TO CHARTER**

25.1 Alterations to the JMC Charter may be made by resolution at the JMC AGM each year.

25.2 Clubs must be provided with 14 days notice of any proposed changes.

26 **OTHER MATTERS**

26.1 Points of this charter requiring interpretation will be referred to the BL&GFA Inc.

26.2 The decision of the BL&GFA Inc Management Committee will be binding.