

SHEPPARTON NOTRE JUNIOR FOOTBALL CLUB

CONSTITUTION

(Adopted 4/3/2014)

1. PREAMBLE:

The name of this body shall be the **SHEPPARTON NOTRE JUNIOR FOOTBALL CLUB** affiliated with the SHEPPARTON FOOTBALL NETBALL CLUB INCORPORATED and it shall hereafter be referred to as the "Club".

- The Shepparton Notre Junior Football Club was established from the merger of Notre Dame Junior Football Club and Shepparton (Junior) Football Club in 2013/14.
- The Shepparton Notre Junior Football Club reports annually to the Notre Dame Parents and Friends Association and Shepparton Football Netball Club.
- The club has been formed with equal financial contributions from Notre Dame Junior Football Club and Shepparton Football Netball Club.
- Notre Dame College School Principal, or nominee, shall be a committee member on the club automatically. Similarly, Shepparton Football Netball Club will automatically have an office bearer or nominee as a committee member of the new club.
- The constitution of the new club was prepared as an amendment from the previous constitution of the Notre Dame Junior Football Club.
- Annual reports, including financial records shall be provided each year to both the Notre Dame Parents and Friends Association and the Shepparton Football Netball Club
- The Shepparton Notre Junior Football Club supports the objectives of the Club as outlined below.

2. COLOURS:

The Club Colours shall be Gold, Maroon & Blue

3. OBJECTIVES:

- (a) To promote interest in junior football.
- (b) To promote good fellowship among those interested in junior football.
- (c) To educate, train, coach and encourage playing members of the "Club".
- (d) To do all such things and acts conducive to the furtherance of the objects and interests of the "Club".
- (e) To develop pathways for players beyond junior football.
- (f) To provide consistency among coaching philosophy with the Shepparton Football Netball Club.

4. STATUS OF RULES:

These rules (the Club Rules) form a binding agreement between each member of the Club.

5. RULES AND REGULATIONS:

The Club shall have the status of an Affiliated Member Club of The Shepparton and Districts Junior Football Competition. The Rules and Regulations of S.D.J.F.C.; shall be deemed to be incorporated into the Club Rules.

6. MEMBERSHIP:

- (1) Any person who is interested in junior football shall be eligible for membership.
- (2) A person shall become a member upon payment of the annual membership fee. If the person is a player, the player and parents/guardians of the player are deemed members.
- (3) The annual membership fee for all classes of membership shall be determined at the Annual General Meeting in each year and shall be payable on the 1st April.
- (4) A properly constituted Annual General Meeting or Special General Meeting may appoint any person as an honorary member or honorary life member of the Club in recognition of services rendered in promoting the interests and objectives of the Club. An honorary member or an honorary life member from the previous junior clubs shall be entitled to all the privileges of a member under this Constitution including the right to vote and stand for election.
- (5) Any member may resign from the Club and such resignation must be in writing and forwarded to the Secretary of the Club. In the event of a member's resignation or expulsion, the Secretary must record in the Register of Members the date on which the member ceased to be a member.
- (6) A person shall cease to be a member of the Club at the expiration of one month after notice by the Treasurer to him that his membership fee is overdue unless within that period he pays the fee and any other moneys properly payable by him to the Club and set out in the notice of the Treasurer.
- (7) Upon any person ceasing to be a member of the Club for any reason whatsoever he shall not be entitled to the return of his membership fee or any portion thereof.

7. DISCIPLINE, SUSPENSION AND EXPULSION OF MEMBERS

- (1) Subject to these Rules, if the committee is of the opinion that a member whose conduct is discreditable or injurious to the character or interests of the Association, the committee may by resolution-
 - (a) fine that member an amount not exceeding \$500; or
 - (b) suspend that member from membership of the Association for a specified period; or
 - (c) expel that member from the Association.
- (2) A resolution of the committee under sub-rule (1) does not take effect unless--
 - (a) at a meeting held in accordance with sub-rule (3), the committee confirms the resolution; and
 - (b) if the member exercises a right of appeal to the Association under this rule, the Association confirms the resolution in accordance with this rule.
- (3) A meeting of the committee to confirm or revoke a resolution passed under sub-rule (1) must be held not earlier than 14 days, and not later than 28 days, after notice has been given to the member in accordance with sub-rule (4).
- (4) For the purposes of giving notice in accordance with sub-rule (3), the Secretary must, as soon as practicable, cause to be given to the member a written notice-
 - (a) setting out the resolution of the committee and the grounds on which it is based; and

- (b) stating that the member, or his or her representative, may address the committee at a meeting to be held not earlier than 14 days and not later than 28 days after the notice has been given to that member; and
 - (c) stating the date, place and time of that meeting; and
 - (d) informing the member that he or she may do one or both of the following-
 - (i) attend that meeting;
 - (ii) give to the committee before the date of that meeting a written statement seeking the revocation of the resolution;
 - (e) informing the member that, if at that meeting, the committee confirms the resolution, he or she may, not later than 48 hours after that meeting, give the Secretary a notice to the effect that he or she wishes to appeal to the Association in general meeting against the resolution.
- (5) At a meeting of the committee to confirm or revoke a resolution passed under sub-rule (1), the committee must-
 - (a) give the member, or his or her representative, an opportunity to be heard; and
 - (b) give due consideration to any written statement submitted by the member; and
 - (c) determine by resolution whether to confirm or to revoke the resolution. (6) If at the meeting of the committee, the committee confirms the resolution, the member may, not later than 48 hours after that meeting, give the Secretary a notice to the effect that he or she wishes to appeal to the Association in general meeting against the resolution.
- (6) If the Secretary receives a notice under sub-rule (6), he or she must notify the committee and the committee must convene a general meeting of the Association to be held within 21 days after the date on which the Secretary received the notice.
- (7) At a general meeting of the Association convened under sub-rule (7)--
 - (a) no business other than the question of the appeal may be conducted; and
 - (b) the committee may place before the meeting details of the grounds for the resolution and the reasons for the passing of the resolution; and
 - (c) the member, or his or her representative, must be given an opportunity to be heard; and
 - (d) the members present must vote by secret ballot on the question whether the resolution should be confirmed or revoked.
- (8) A resolution is confirmed if, at the general meeting, not less than two-thirds of the members vote in person, or by proxy, in favour of the resolution. In any other case, the resolution is revoked.

8. DISPUTES AND MEDIATION

- (1) The grievance procedure set out in this rule applies to disputes under these Rules between-
 - (a) a member and another member; or
 - (b) a member and the Association.
- (2) The parties to the dispute must meet and discuss the matter in dispute, and, if possible, resolve the dispute within 14 days after the dispute comes to the attention of all of the parties.

- (3) If the parties are unable to resolve the dispute at the meeting, or if a party fails to attend that meeting, then the parties must, within 10 days, hold a meeting in the presence of a mediator.
- (4) The mediator must be-
 - (a) a person chosen by agreement between the parties; or
 - (b) in the absence of agreement-
 - (i) in the case of a dispute between a member and another member, a person appointed by the committee of the Association; or
 - (ii) in the case of a dispute between a member and the Association, a person who is a mediator appointed or employed by the Dispute Settlement Centre of Victoria (Department of Justice).
- (5) A member of the Association can be a mediator.
- (6) The mediator cannot be a member who is a party to the dispute.
- (7) The parties to the dispute must, in good faith, attempt to settle the dispute by mediation.
- (8) The mediator, in conducting the mediation, must--
 - (a) give the parties to the mediation process every opportunity to be heard; and
 - (b) allow due consideration by all parties of any written statement submitted by any party; and
 - (c) ensure that natural justice is accorded to the parties to the dispute throughout the mediation process.
- (9) The mediator must not determine the dispute.
- (10) If the mediation process does not result in the dispute being resolved, the parties may seek to resolve the dispute in accordance with the Act or otherwise at law.

9. GENERAL MEETINGS:

- (1) The Annual General Meeting of the members shall be held between the end of the football season and before March 15th (League Requirement) in the following year. Members shall be given notice in writing at least fourteen days before such meeting ([Notification in Notre Dame College Newsletter, email, or website of the club shall satisfy this requirement](#)).
- (2) The notice convening the annual general meeting must specify that the meeting is an annual general meeting.
- (3) The ordinary business of the annual general meeting shall be-
 - (a) to confirm the minutes of the previous annual general meeting and of any general meeting held since that meeting; and
 - (b) to receive from the committee reports upon the transactions of the Association during the last preceding financial year; and
 - (c) to elect officers of the Association and the ordinary members of the committee; and
- (4) The annual general meeting may conduct any special business of which notice has been given in accordance with these Rules.

- (5) The annual report and balance sheet or financial statement shall be submitted to members at the Annual General Meeting.
- (6) The Annual General Meeting may make by-laws necessary for proper administration of the Club. Any by-law so made shall not be repealed, added to or amended unless and until:
 - (a) Notice of intention to propose such repeal, addition or amendment is first given in writing by a member of the Club to the Secretary of the Club not later than 30 days prior to the date of such Annual General Meeting and included in the agenda for such meeting.
 - (b) Such repeal, addition is proposed at such Annual General Meeting and is approved by not less than two thirds of the members of the Club present at such meeting and voting thereon.
- (7) The election of Officers and Ordinary Committee Members for the ensuing twelve months shall take place at the Annual General Meeting together with any other business mentioned in the notice paper convening the meeting.
- (8) A Special General Meeting of members shall be called at the request of the President or the Secretary or any two members of the Committee or at the written request of four members of the Club. Such meeting shall be held within 30 days of such request and all members shall be notified in writing not less than 10 days before such meeting.
- (9) The President of the Club shall be the Chairman at all general meetings. Should the President not be present then a Vice-president shall be elected to the chair, and if there be no Vice-president present the members shall elect a member to take the chair.
- (10) (a) At all meetings the Chairman's decision on points of order shall be final.
 - (b) The Chairman shall have a casting vote in addition to his deliberation vote.
- (11) The quorum for a general meeting shall be five members present.
- (12) The club hold MONTHLY meetings from February to October each year.
- (13) If at any general meeting other than the annual general meeting, there be no quorum within 30 minutes of the time appointed for the meeting then the meeting shall lapse unless a majority of the members present decide to adjourn the meeting for a period not exceeding 14 days.

If there be no quorum within 30 minutes after the time appointed for such adjourned meeting then the meeting shall lapse altogether. If at the annual general meeting there is no quorum within 30 minutes of the time appointed .for the meeting, then the meeting may proceed despite the absence of a quorum.
- (14) Only members present in person shall be entitled to vote.

10. COMMITTEE:

- (1) (a) The business and affairs of the Club shall be under the management and control of a Committee, provided however, that except in the case of extreme urgency the Committee shall not take any action contrary to decisions made at a general meeting.

(b) The Committee may, subject to the decisions made at general meetings, exercise all the powers of the Club and do all such acts and things as may be done by the Club or which it considers necessary or expedient to carry out the objects of the Club.
- (2) The Committee shall consist of:
 - a) The President, a Vice-president, Senior/Junior, a Secretary, a Treasurer (hereinafter called the Office-bearers).
 - b) Notre Dame College Principal
 - c) Representative from Shepparton Football Netball Club
 - d) Between 3 & 10 members of the Club, elected at the Annual General Meeting or as otherwise provided herein.
 - e) No person may hold more than one position on the Committee at any time, unless that person is (b) or (c) above.
- (3) Should any vacancy occur, in the Committee or Office-bearers of the Club other than in the normal course of elections, the Committee shall fill such vacancy from the members of the Club and such member duly elected shall hold office for the unexpired portion of his predecessor's term.
- (4) The Committee shall meet as often as may be required to conduct the business of the Club. Any office bearer or two members of the Committee shall have the power to call a meeting of the Committee.

The President of the Club shall take the chair at all committee meetings. Should the President not be present than a Vice-president shall be elected to the chair and if there be no Vice-president present the Committee shall elect one of its number to take the chair.
- (5) The Chairman at all Committee meetings shall have a casting vote in addition to a deliberative vote.
- (6) (a) Unless a majority of the Committee considers that it is necessary to meet on less than 1 days notice, all notices of Committee meetings shall be in writing to members of the Committee at least 1 days before the date of such meeting.

(b) All members of the Committee who are within the State shall be entitled to notice of meetings but the accidental omission to give to any member, or the non-receipt by any member of any notice required by this Constitution, shall not invalidate or affect any proceedings at such meeting.
- (7) (a) The Committee shall have the power to delegate any of its powers to a Sub-committee to deal with any particular matter or matters and upon such terms as the Committee may think fit.

The President and the Secretary shall be ex-officio members of all Sub-committees.

(b) All acts or decisions done or made by any meetings of the Committee or any member thereof shall, notwithstanding that it be afterwards discovered that there was some defect in the appointment of such member or all or any members of the Committee, be as valid and effective as if they had all been properly appointed, unless it is proved that the appointment was made in fraud or bad faith.

(8) The quorum for Committee Meetings shall be seven members present in person. If the number of Committee members becomes less than the quorum, the remaining Committee members may meet to co-opt additional members to the Committee.

11. VOTING AT COMMITTEE MEETINGS

- (1) Questions arising at a meeting of the committee, or at a meeting of any sub-committee appointed by the committee, shall be determined on a show of hands or, if a member requests, by a poll taken in such manner as the person presiding at that meeting may determine.
- (2) Each member present at a meeting of the committee, or at a meeting of any sub-committee appointed by the committee (including the person presiding at the meeting), is entitled to one vote and, in the event of an equality of votes on any question, the person presiding may exercise a second or casting vote.

12. REMOVAL OF COMMITTEE MEMBER

- (1) The Association in general meeting may, by resolution, remove any member of the committee before the expiration of the member's term of office and appoint another member in his or her place to hold office until the expiration of the term of the first-mentioned member.
- (2) A member who is the subject of a proposed resolution referred to in sub-rule (1) may make representations in writing to the Secretary or President of the Association (not exceeding a reasonable length) and may request that the representations be provided to the members of the Association.
- (3) The Secretary or the President may give a copy of the representations to each member of the Association or, if they are not so given, the member may require that they be read out at the meeting.

13. ELECTION OF COMMITTEE:

- (1) Nomination for each candidate for election as Office-bearer or Ordinary Committee member shall be proposed and seconded respectively by two members at the Annual General Meeting. Contested offices shall be subject to ballot at the Annual General Meeting of the members present and voting thereon.
- (2) The election for the Office-bearers and the other Ordinary Committee members shall be by ballot of members present and voting thereon, held at the Annual General Meeting. No ballot shall be required when the number of candidates nominated for each office does not exceed the number of vacancies and they shall be declared duly elected.

14. DUTIES:

- (1) (a) The Secretary shall carry out his duties under the direction of the Committee and keep a true record of. all minutes of all meetings, attend to correspondence, issue notices for meetings, keep records and carry out such duties as the Committee may from time to time direct.
- (b) The Treasurer shall receive all moneys payable to the Club and give receipts for same. All moneys so received shall be paid into the banking account of the Club. The Treasurer shall present at each general meeting a balance of the finances of the Club and shall keep proper books of account of all moneys received and disbursed and generally perform all such duties as are directed by the Committee from time to time.

15. FINANCE:

- (1) The financial year shall be from 1st February to 31st January.
- (2) All moneys of the Club shall be paid into the account of the Club at such bank as the Committee may from time to time direct.
- (3) All moneys drawn from the Club's account shall be drawn by cheque signed by at least two of the bank signatories authorised by the Committee. No cheque shall be signed or money withdrawn unless such withdrawal has been approved by the Committee or in the case of urgency, by the President and the Secretary.
- (4) The income and assets of the Club (the Club Property) shall be applied only in furtherance of the objects of the Club.
- (5) The Club Committee shall have power to reimburse any member of the Club and to any other person or persons for services rendered to the Club.
- (6) Remuneration to any club member or servants of the club can only be paid if it is voted on unanimously by all members of the committee at a general meeting. For clarification, if all committee are not present, their vote on the motion for remuneration must be received in writing prior to the meeting.
- (7) The Club shall prepare an annual Financial Statement.
- (8) The books and accounts of the Club, shall be presented at the Annual General Meeting, and to Notre Dame Parents and Friends Association and Shepparton Football Netball Club.

16. TRUSTEES:

Unless otherwise determined the members of the Committee of the Club for the time being shall be, deemed to be the Trustees of the Club, to hold any property real and personal belonging to the Club.

17. AMENDMENTS TO CONSTITUTION:

- (1) This shall be the only Constitution of the Shepparton Notre Junior Football Club and shall come into force forthwith and shall not be altered, varied, added to or repealed unless two-thirds of members present at an Annual General Meeting or at a meeting specially convened for that purpose are in favour of' such alteration, variation, addition or repeal.

- (2) Any notice required by this Constitution to be given to any member shall be sufficiently given if emailed, faxed, posted or delivered to the address of the member and in the case of notice by post the notice shall be deemed to have been received on the third day on which mail is delivered after the day of posting.
- (3) Any changes to club name, colours of the club, or jumpers of the club require the express approval of both the Notre Dame College Principal & the representative of the Shepparton Football Netball Club on the committee.

18. PROPERTY ASSETS:

The property assets and income of the Club, wherever derived, shall be applied towards the promotion of the objects of the Club, and no portion there shall be paid or transferred either directly or indirectly by way of dividend, bonus or otherwise by way of profit to members generally of the Club. Provided that nothing herein contained shall prevent the payment in good faith of remuneration to any officers or servants of the Club or any member in return for services actually rendered; nor prevent the payment of interest on money borrowed from any member of the Club. Should the Club for any reason whatsoever cease to function, any member or person holding any Club moneys or property shall forthwith pay the same to the Committee.

19. WINDING UP:

On the dissolution of the Club any assets, remaining after the payment of all debts and liabilities shall be disposed of in accordance with a resolution approved of by at least two-thirds of the members present and voting at a General Meeting called for the purpose of considering such a resolution.

Any surplus assets remaining after the discharge of the debts and liabilities of the Club shall be transferred in equal parts to Notre Dame College Parents & Friends Association, and to the Shepparton Football Netball Club and both parties shall determine how the assets shall be utilised for the benefit of the game.

20. CUSTODY AND INSPECTION OF BOOKS AND RECORDS

- (1) Except as otherwise provided in these Rules, the Secretary must keep in his or her custody or under his or her control all books, documents and securities of the Association.
- (2) All accounts, books, securities and any other relevant documents of the Association must be available for inspection free of charge by any member upon request.
- (3) A member may make a copy of any accounts, books, securities and any other relevant documents of the Association.

BY-LAWS:

CLEARANCES:

If a player is too old for S.D.J.F.C. it is an automatic clearance.

If a player is still eligible for S.D.J.F.C., the Area Agreement will be used and six Permits to be issued before Clearing a player.

No player will be forced to play with Shepparton Notre Junior Football Club.

RATIONALE: This protects the player if he changes his mind.

Coaches

The committee shall appoint the coaches. Coaching appointments are to be made on an annual basis only. A coach can be re-appointed the following season. Where possible, the U16 Division 1 coach should be someone other than a parent/guardian of a player.

DRUG AND ALCOHOL POLICY:

Shepparton Notre Junior Football Club is drug and alcohol free wherever players are present. The Shepparton Notre Junior Football Club committee will deal with any breaches by players, officials and supporters.

(This would mean that coaches and team managers would not be able to smoke on match day or at training, whilst carrying out their respective duties).

FUNDRAISING:

Fundraising is allowed at the club.

JUMPER WASHING:

Jumpers are NOT to be taken home by individual Players. A roster is to be drawn up by Team Manager for the parents of players of each team to wash the jumpers. Team Managers may choose to allow jumpers to be washed by players / families, however loss of a jumper will incur a replacement fee of \$100.

MATCH DAY AWARDS:

All Teams are to be treated equally throughout the club.

MEETINGS:

General meetings will be held each month during the football season from February to October.

PERMITS:

The League draws up area Agreements for some Contiguous Clubs in the Region. Players are only permitted to play two games in a weekend providing no Shepparton Notre Junior Football Club Player is rostered to stand out of footy for that weekend. Parents and Coaches must agree to permit being issued before it is signed by the President / Secretary.

QUALIFYING FOR FINALS:

- a) Div 2 Teams may elevate players from U14's to qualify for finals, but at no time is an eligible Div 2 player omitted to allow this to happen.
- b) Div 1 Teams may elevate players from Div 2 to qualify for finals, but at no time is an eligible Div 1 player omitted to allow this to happen.
- c) In the event the Club does not field a Division 2 team in a given year, U14 players may be elevated to the U16 team to qualify for finals, but at no time is an eligible U16 player omitted to allow this to happen.

SELECTION POLICY:

AIM: To assist Coaches select even team's to the best of their ability whenever two or more sides are representing the Shepparton Notre Junior Football Club in the same age group in the SDJFL.

DATA REQUIRED: All Coaches from the Under 16 and Under 14 teams from the previous year who are available to be contacted are to rank the players they coached in the preceding season. It is also desirable to obtain a rating from the Coach/es of boys who played in the Primary Division and have elected to play for Shepparton Notre Junior Football Club.

The ranking system to be used is as follows:

1. Top ranked players are to be rated a 10 (ten)
2. Middle ranked players are to be rated a 5 (five)
3. Bottom ranked players are to be rated a 1 (one).

Should the Coach/es not be available, then the Team manager from that side may deputize on his behalf.

MEETING:

A meeting to be convened approximately three weeks out from the first scheduled game of the season to select the teams to represent the Shepparton Notre Junior Football Club in each of the divisions of football within the SDJFL competition. That is Under 16 Division 1, Under 16 Division 2 and Under 14's.

In order for the meetings to be transparent it will be necessary for an INDEPENDENT EXECUTIVE MEMBER of the Shepparton Notre Junior Football Club to act as Chairperson of the selection meeting. Preferably it is the President of the Club provided that he/she does not have a child represented in that Division of football.

As the selection process can take several hours, in particular for the Under 14 teams, it is suggested that the meetings be held separately. As there are many new (unknown) boys in the Under 14's the process can be a long and deliberating one.

Each meeting is to be a closed meeting and no other personnel are to enter the room whilst the discussions are in place.

Once the selection evening for the teams has been completed it is suggested that a set of round robin practice matches be held between the "selected" teams to ascertain if there maybe any adjustments made to the final squads. It will enable the Coaches and the Independent Executive member to view the players in match conditions. The suggested format is two ten minute halves of football.

SELECTION PROCESS:

1. Where a Coach / Team Manager is a parent of a boy playing in a Division, when it comes time for that player to be selected using the ranking system, the player is to be selected in the Coach / Team Managers team.
2. A player with outstanding ability maybe selected in a higher Division subject to the approval of the Player; Parents/Guardian and Shepparton Notre Junior Football Club Executive.
The Player; Parents/Guardian approval is to be given in writing.

UNDER 14 DIVISION:

ROUND 1

1. Two Ruckmen per team are to be identified from the list of eligible players.
2. The Chairperson shall draw the name of a Coach from a vessel, or toss of a coin if there are only two Coaches involved.
3. The first drawn Coach has selections 1 (one) and 6 (six) if there are three sides representing the Shepparton Notre Junior Football Club. The second drawn Coach will have selections 2 (two) and 5 (five), with the third drawn Coach have selections 3 (three) and 4 (four).
4. Should there be just two sides, then the selections would become 1 (one) and 4 (four) for the first drawn Coach and selections 2 (two) and 3 (three) for the second drawn Coach.

ROUND 2

5. The rankings that have been supplied are to be utilized to assist in the selection order for the following rounds.
6. a) The second year players in this Division, who have been rated 10 (ten); are then divided equally into 2 (two) or 3 (three) teams by Coaches alternating selections. However in the second round selections, the Coach who received selection 3 (three) in Round 1 of the process (Ruckmen) is to receive selection 1 (one) in this round. The second drawn Coach in Round 1 is to receive selection 2 (two) in this round with the first drawn Coach in Round 1 having selection 3 (three) in this round (assuming three Under 14 teams).
- b) With the second selection of the rated ten (10) players the Coach who received selection 2 (two) in Round 1 of the process (Ruckmen) then receives selection 1(one). The first drawn Coach in Round 1 is to receive selection 2 (two) and the third drawn Coach selection 3 (three).
- c) If there is a third round of selection of players rated 10 (ten) then the Coach who received selection 1 (one) in Round 1 is to receive selection 1 (one), followed by the Coach who received selection 3 (three) in Round 1 receiving selection 2(two), and the Coach who received selection 2 (two) in Round 1 receives selection 3 (three).
7. The process continues, with each Coach alternating selections, with the middle ranked players in the same manner, then the lower ranked players and then any unranked players that did not play in the preceding season.
8. With regard to the lower ranked players, strong consideration is to be given to placing these players with friends, cousins and the like.
9. Any request from parents to have players play with their mates or cousins is to be strongly considered especially those players attending from schools outside of Shepparton Notre Junior Football Club. i.e. Grammar. Consideration must also be given to the ratings of each player involved in the request(s) and some variance to the procedure through previous point's maybe necessary. If this is the case common sense is to prevail with the top rated players always being equally distributed over the sides.
10. Should there be disagreement from the Coaches involved, any dispute will be settled by the Chairperson who will ensure that the sides remain as equal as is possible.

UNDER 16 DIVISION:

1. Top aged players are assigned to Division 1
2. Bottom aged players assigned to Division 2.
3. If two or more teams are entered into the one Division, the teams are to be selected as evenly as is possible using the grading system.
4. Squads of players should be of equal number of players as possible.
5. Where there is a surplus of top age players, using the ratings for players who competed in Under 16's in the preceding year that have been compiled by the Coach/es, the top rated players are to be selected in Division 1 (one). If there is a residue of players, and numbers are required to make teams viable in Division 2 (two) then they are to be distributed into the Division 2 (two) side/s (on an equal basis if more than 1 team is entered in the Division) with consideration being given to mate-ship, cousins etc.
6. If numbers are required to make a team viable in Division 1 (one) the top ranked Division 2 (two) players are to be promoted.
7. Should there be two Division 2 teams then the players are to be distributed on an equal basis with consideration being given to mate-ship, cousins etc.
8. In this scenario, Coaches will alternate their selections by first picking two Ruckmen each, then using the grading system, select two even sides. If there are 3 (three) teams entered the selection process will be the same as is outlined above in points 1 – 7 of the Under 14 selection process.
9. Should there be disagreement from the Coaches involved, any dispute will be settled by the Chairperson who will ensure that the sides remain as equal as is possible.

ADDENDUMS

Trophies (Team):

Only 6 Club Trophies are awarded to each Team on Presentation night. No outside Trophies will be accepted (i.e. Football Clubs, Parents, others etc.).

- Best & Fairest
- Runner-Up Best & fairest.
- Most Determined
- Most Improved
- Best Team Man
- Encouragement Award

Trophies (Perpetual):

(Awarded to player who polls the highest amount of votes in League B & F.):

- * U13 – St.. Colman’s F.C Perpetual.
- * U14 - Bro. Anthony & Shepparton F.C. Perpetual.
- * U16 - Bro. James & Perpetual.
- * Professionals “Best Team Player”

(Awarded in Highest Grade Club fields.).

- * Parents & Friends Association

(Awarded to a person who has been involved with the development and promotion of football within the College. This person would need to have been involved for **at least three years**).