***STAWELL***

***13 & UNDER FOOTBALL ASSOCIATION INCORPORATED***

***STRUCTURE AND GUIDELINES***



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**STAWELL 13 & UNDER FOOTBALL ASSOCIATION INC.**

STATEMENT OF PURPOSE

1.1 The name of the incorporated association is: -

 STAWELL 13 AND UNDER FOOTBALL ASSOCIATION

 (in these Rules called the Association)

1.2 The purpose for which the incorporated Association is established is to

 foster, encourage and participate in the game of football for junior players.

INTERPRETATION

2.1 In these rules, unless the contrary intention appears:

 “Committee" means the Committee of Management of the Association.

 "Financial Year" means the year ending on the date of the AGM (first Qtr).

 "General Meeting" means a general meeting of people and parents associated

 with the members.

 "Member" means a player who has paid the appropriate membership fee.

 "Committee Meeting" means a meeting of the Committee of the Association.

MEMBERSHIP

3.1 Membership of the Association shall consist of any player who is within the required age (Rule 20.2) and who has paid the appropriate “Registration Fee”.

3.2 A Life Member is a person granted such recognition by the Committee.

A Life Member shall be selected using the following criteria:

i. is a longstanding contributor for the Association demonstrating a high level of sportsmanship and who has rendered important and valuable service to the Association for a minimum period of (5) years.

ii Has taken an active role in the administration of the Association serving on the Committee in a number of areas.

 iii Has demonstrated a long-term genuine commitment through

 service to the Association and has suitable personal characteristics as deemed appropriate by the Committee at the

 time.

 iv) Any nomination for Life Membership shall be considered by the Committee. If the Committee approves of any such nomination the person so nominated may be elected as a Life Member of the Association provided that no less than two thirds of the Committee vote in favour of the nomination.

 v) Life Members shall be recorded on the Association Honour Board.

REGISTRATION FEE

4.1 The Registration Fee, including Family Registration Fee, shall be approved from year to year at the Annual General Meeting.

REGISTER OF MEMBERS

5.1 The Secretary shall keep and maintain a register of members in which shall be entered the full name, and address of each member and such register shall be available for inspection by members.

ANNUAL GENERAL MEETING

6.1 The Association shall in each calendar year convene an annual general meeting of parents and interested persons of its members.

6.2 The annual general meeting shall be held in the first quarter of each year.

6.3 The annual general meeting shall be specified as such in the notice convening it.

6.4 The ordinary business of the annual general meeting shall be:

 a) Welcome from President

 b) Apologies

 c) Confirm Minutes of Previous Annual Meeting

 d) Receive the Presidents report

 e) Receive the Treasurers Report

 d) Receive the Correspondence

 e) Confirm Registration fees for the coming season

 f) Elect Coaches for the coming season

 g) Confirm the Field Umpire for the coming season.

 h) Confirm First Aid arrangements for the coming season.

 i) Discuss and determine the following General Business:

 - Number of teams in coming season.

 - Interleague matches - Ararat

 - Horsham U12

 - Dates for coming season

 - Rules

 - Others

 j) Election of Office Bearers

 - President

 - Secretary

 - Treasurer

 - General Committee

COMMITTEE MEETINGS

7.1 The Committee shall convene such Committee meetings as are required from time to time to control and manage the business and affairs of the Association.

SPECIAL GENERAL MEETING

8.1 All general meetings other than the annual general meeting shall be called special general meetings.

8.2 The Committee may, whenever it thinks fit, convene a special general meeting of the Association.

NOTICE OF MEETING

9.1 The Secretary of the Association shall at least fourteen (14) days before the date fixed for holding an Annual General or Special General Meeting of the Association advertisement in the Stawell Times-News and local school news-letters.

COMMITTEE OF MANAGEMENT

10.1 The affairs of the Association shall be managed by a Committee of Management constituted as provided in Rule 11. Members of the Committee of Management shall be elected for a period of twelve (12) months.

10.2 The Committee:

a) Shall control and manage the business and affairs of the Association;

b) May, subject to these rules, the regulation and the Act, exercise all such powers and functions as may be exercised by the Association other than those powers and functions that are required by these rules to be exercised by general meetings of the Association- and

c) Subject to these rules, the regulations and the Act, has power to perform all such acts and things as appear to the Committee to be essential for the proper management of the business and affairs of the Association.

d) Shall draw up,adopt, amend and-or delete Rules (or Regulations) as it deems necessary to do so to enable the proper carrying out of the functions of the Association.

ASSOCIATION STRUCTURE

11.1 The officers of the Association shall be:

a) a President

b) a Vice-President (if deemed necessary)

c) a Treasurer

d) a Secretary

e) an Assistant Secretary / Registrar (if deemed necessary)

11.2 Each officer of the Association shall hold office until the annual general meeting next after the date of his/her election but is eligible for re-election.

11.3 In the event of a casual vacancy in any office the Committee may appoint a new person to the vacant office and the person so appointed may continue in office up to and including the conclusion of the annual general meeting next following the date of his appointment.

11.4 The President, and Secretary or Treasurer shall be ex-officio members of all subcommittees formed within the Association.

11.5 The Committee shall consist of

a) The officers of the Association; and

b) The coaches of each club (team)

c) Any additional persons who area able to support the Association

CLUB STRUCTURE

12.1 The Association shall consist of four club (teams) named Bulldogs, Hawks,

 Magpies and Tigers.

12.2 Each club (team) shall be supervised by 1 x coach,1 x assistant coach, 1 x runner (usually the

 assistant coach). Coaches shall be elected at the Annual Meeting.

SECRETARY

13 The Secretary of the Association shall keep minutes of the resolutions and proceedings of each general meeting and each Committee Meeting in books provided for that purpose together with a record of the names of persons present at Committee Meetings.

TREASURER

14 The Treasurer of the Association:

a) Shall collect and receive all moneys due to the Association and make all payments authorised by the Association; and

b) Shall keep correct accounts and books showing the financial affairs of the association with full details of all receipts and expenditure connected with the activities of the Association.

CHEQUES

15 All cheques, drafts, bill of exchange, promissory notes and other negotiable instruments shall be signed by the Treasurer and any one (1) of the President or Secretary.

CUSTODY OF RECORDS

16 Except as otherwise provided in these Rules, the Secretary shall keep in his/her custody or under his/her control all books, documents and securities of the Association.

FUNDS

17 The funds of the Association shall be derived from registration fees, donations and such other sources as the Committee determines.

INTERLEAGUE MATCHES

18 The Association is directed to be actively involved in Interleague matches. The

 Association pushes the opportunity for players to represent their association in

 the Ararat Turner/Tuckey Challenge match and the Horsham 12 & Under

 Carnival.

WINDING UP OR CANCELLATION

19 In the event of the winding up or the cancellation of the incorporation of the

 Association, the assets of the Association shall be placed on trust with the

 Committee of Management of North Park Clubrooms.

PLAYER RECOGNITION

20.1 The Association shall use a voting system of 4, 3, 2 & 1 to recognise player achievement.

20.2 The Association shall recognise player achievement in the following form:

 i) Individual Club Best & Fairest and Runner-up, voted for by coaches of each

 club.

 ii) League Best & Fairest & Runner-up, voted for by the field umpire.

 iii) League Goal Kicker

 iv) Coaches award for each individual team, determined by the coach(es)

20.3 It is the role of the secretary to recognise traditional sponsorship of trophies

 that being: League Best & Fairest

 League Best & Fairest Perpetual trophy

 League Runner-up

 League Goal Kicker

 Best Clubperson

RULES OF PLAY

21.1 GENERAL RULES:

 Where not stated, the 13 & Under Football Association adopts the Victorian

 Country Football League Rules of Play as outlined in the Handbook.

21.2 AGE OF PLAYERS:

For players to Register with the Association they must be in their fifth year of schooling or no younger than 10 years of age by the end of their first year of play and may not be older than 13 years of age in the year of play, female players may not be older than 14 years of age in the year of play. Request for special consideration of overage and underage players may be put to the committee. Requests will not be automatically approved and will be assessed by the committee on an individual basis.

21.3 MATCH TIMES

 Matches will be played on Friday nights at Central Park with the first match commencing at

6pm and the second match at 7pm.

21.4 LENGTH OF MATCHES:

 All home and away matches, semi-final and preliminary final matches to consist

 of 4 x 12 minute quarters, starting at each 15-minute intervals, allowing

3-minute changeovers between quarters. However committee reserves the right to alter playing times in conjunction with the Umpire.

The Grand Final to consist of 4 X 15 minute quarters. (No time on). In the event of a draw in a finals match the game will be decided by 2 x 5minute halves until a team is in front at the conclusion of this time.

21.5 PLAYER NUMBERS & STARTING POSITIONS:

 There will be no more than 21 players from each team on the field at any time.

 The additional three players (above the normal 18 players) shall commence

 each quarter on the wings with 1 additional player on the wing nearest the

 coaches and 2 additional players on the opposite wing. All players must start

 each quarter in the traditional playing position.

21.6 PROTECTIVE GEAR:

 All players are required to wear a helmet provided by the Association. Players

 are encouraged to wear mouth guards during matches and training.

21.7 OCCUPATION OF THE PLAYING AREA:

 The playing area is defined as the area on or inside the boundary line. The

 following persons are permitted in this area during playing time (12/15 minute

 quarters):

 1) 21 players per team

 2) Umpire

 3) Runner

 4) Rostered first aid person

21.8 OCCUPATION OF OFFICIAL AREA:

 The “Official Area’ shall be defined as the area inside the fence or assumed

 fence of the football oval. The following persons are permitted in this area during playing time

(12/15 minute quarters):

 1) All persons included in 21.5

 2) Coaches

 3) Assistant Coaches

 4) Executative members of the Association

21.9 APPROACH TO UMPIRES:

 Field umpire(s) may only be approached by the designated runner of a team,

 during a interval in play, with the intent to seek clarification on a particular

 rule of situation. Any additional approach to the umpire must be made through

 the Executive of the League.

21.10 RUNNERS ROLE:

 Runners are permitted on the ground during play to:

 i) communicate a single message to a player

 ii) attend injured player

21.11 OFFENSIVE LANGUAGE AND UNSPORTSMANLIKE CONDUCT:

 In the event of a player using offensive language or unsportsmanlike conduct

 the umpire, at his/her discretion, shall suspend the player from play for the

 remainder of the quarter and for one further quarter. In the event of a player

 repeating such conduct, the umpire, at his/her discretion shall report the player

 to the Executive for further disciplining.

 A player sent off under this rule shall not have his/her eligibility for best and

 fairest awards affected. If, however, the matter is deemed by an umpire to be

 severe, and worthy of a report to the committee/tribunal, the player’s eligibility

 for awards would be determined by the outcome of such hearing, in accordance

 with VCFL rules.

21.12 PLAYING RULES:

 i) Players are not permitted to kick the ball off the ground

 ii) Players are permitted to bounce the ball once and then dispose of the

 ball by foot or hand to another player.

 iii) A ball up will result, at the umpire’s discretion 10m in from the line, in

 the event of the ball being accidentally passed over the boundary line in

 the course of play.

 iv) A free kick will result to the opposing team if, at the discretion of the

 umpire, the ball is kicked over the boundary line on the full or it passes

 directly over the boundary line from a kick.

21.13 The Association also adopts the following:

 **JUNIOR PLAYERS CODE OF CONDUCT**

1. Abide by the rules of the game and rules set down by your coach, club and league.

2. Never argue with an official or umpire. If you disagree, have your captain, coach or manager approach the official during a break or after the competition.

3. Control your temper. Verbal or physical abuse of officials, umpires, spectators or other players, deliberately distracting or provoking an opponent is not acceptable or permitted.

4. Work equally hard for yourself and your team. Your team’s performance will benefit, so will you.

5. Be a good sport. Applaud all good plays whether they be by your team, opponent or the other team. Be proud to walk off the ground after each game knowing that you have given your best effort and never involve yourself in an argument with opposing players, umpires or officials.

6. Treat all players as you would like to be treated. Do not interfere with, bully or take unfair advantage of another player. Your involvement to play is for fun and enjoyment and that winning is only part of it.

7. Co-operate with your coach and team mates, and respect the ability of your opponent. Without them there would be no game.

8. Play for the ‘fun of it’ and not just to please parents and coaches.

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| 9. Avoid use of derogatory language based on gender or race.  |

**PARENTS AND SPECTATORS OF JUNIOR FOOTBALL CODE OF CONDUCT**

1. Encourage children to participate if they are interested. However, if a child is not willing do not force them.

2. Focus upon the child’s efforts and performance rather than the overall outcome of the event. This assists the child in setting realistic goals related to their ability by reducing the emphasis on winning.

3. Teach your child that honest effort is as important as victory so that the result of each game is accepted without undue disappointment.

4. Encourage your child always to play by the rules.

5. Never ridicule or yell at your child for making a mistake or losing a competition.

6. Remember your child should be involved in football for their enjoyment, not yours.

7. Remember your child learns best by example. Applaud good play by both your team and by members of the opposing team.

8. If you disagree with an official or umpire raise the issue through the appropriate channels rather than questioning the official’s judgment and honesty in public. Remember, most officials give their time and effort for your child’s involvement.

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

10. Recognise the value and importance of volunteer coaches. They give of their time and resources to provide recreational activities for your child and deserve your support.

11. Support your club officials in maintaining the highest standard of behaviour both on and off the field for the betterment of the league and your family. Offer your assistance to the team that your child is playing in so that every opportunity is being provided for the very best supervision and support. Your involvement will give both yourself and your child far more satisfaction.

12. Avoid use of derogatory language based on gender or race.

 **JUNIOR COACHES CODE OF CONDUCT**

1. Be familiar with the Laws of Australian football and abide by the rules and conditions of your league and club.

2. Teach your players that rules of the game are mutual agreements which no player should evade or break.

3. Group players according to age, height, skill and physical maturity whenever possible in any competitive practice session.

4. Avoid over-playing the talented players. The ‘just average’ players need and deserve equal time, if not more.

5. Remember that the players involved play for fun and enjoyment and that winning is only part of it. Emphasise the importance of the learning and development of skills and positive attitudes. Never ridicule or yell at your players for making mistakes or losing a competition.

6. Ensure that equipment and facilities meets safety standards and are appropriate for the age and ability of the players.

7. The scheduling and length of practice times and competitions should take into consideration the maturity level of the player.

8. Develop team respect for the ability of opponents, as well as for the judgment of umpires and opposing coaches.

9. Follow the advice of a qualified person when determining when an injured player is ready to play or train again.

10. Make a personal commitment to keep yourself informed of sound junior coaching principles and developments. Endeavour to attain coaching accreditation and to become an active member of the local branch of the Australian Football Coaches Association.

11. Avoid use of derogatory language based on gender or race.

TO BE READ IN CONJUNCTION WITH AFL COACHES CODE OF CONDUCT WHERE APPLICABLE

**ROLE OF THE UMPIRE**

The role of the umpire is to apply the laws of the game and ensure the game is played in a safe and fair manner. The laws of the game give the umpire the responsibility to manage the game both on and off the ground.

The game expects its umpires to:

* Place the safety and welfare of the participants above all else
* Accept responsibility for all actions taken
* Be courteous and respectful and open to discussion and interaction
* Value the individual in sport
* Seek continual self-improvement
* Be a positive role model in terms of behaviour and personal appearance

People expect umpires to be:

* Trustworthy – honest and impartial
* Responsible – appreciate the importance of the role of the umpire
* Fit – physically prepared for the task
* Knowledgeable – know the rules
* Punctual – arrive at the ground with plenty of time to spare before the game

In aiming to fulfill those expectations, umpires should be aware that first impressions are often lasting impressions. Behaviour and appearance are important factors.