



Maldon Football Netball Club Inc



Codes of Conduct Policy and Procedures Index

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**This booklet and its contents are to be reviewed and signed off on yearly at the
Club's AGM**

Signed..... Date...../...../.....

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Maldon Football Netball Club Inc



STATEMENT OF PURPOSE & VALUES

The Maldon Football Netball Club Inc aims to provide an opportunity for the youth of our area to participate in Australian Rules Football and Netball to enhance their health and well-being through organised 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 realised 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.
- 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 Maldon Football Netball Club to conduct themselves in an appropriate manner consistent with these values and or Codes of Conduct.



Maldon Football Netball Club Inc



MANDATORY & ENFORCEABLE CODES OF CONDUCT FOR COACHES, PLAYERS, PARENTS, SUPPORTERS AND OFFICIALS

The Maldon Football Netball Club Inc. 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 must be 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.
- Recognise all volunteers who are giving up their valuable time.
- Never publicly criticise 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.

By registering our child with the Maldon Football Netball Club we agree to abide by these principles. We support the Club in it's 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.

By registering yourself OR your child with the Maldon Football Netball Club you agree to abide by these principles. You support the Club in it's 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.



Maldon Football Netball Club Inc



COACHES CODE OF CONDUCT

I, _____, hereby commit, to the best of my ability, to uphold the AFL Coaches Code of Conduct.

I understand that as an integral component of my accreditation, I must maintain a standard of behaviour and conduct in the best interests of the game and the players/ staff in my care.

In representing myself in an honest manner and without bringing the coaching profession or the Game into disrepute, I will endeavour to uphold the following to the best of my ability:

- 1. I will respect the rights, dignity and worth of all individuals within the context of my involvement in Australian Football, including refraining from any discriminatory practices on the basis of race, religion, ethnic background, or special ability/disability.***
- 2. I will abide by and teach the AFL Laws of the Game and the Rules of my Club and League/Association.***
- 3. I will be reasonable in the demands I make on the time commitments of the players in my care, having due consideration for their health and well-being.***
- 4. I will refrain from any form of personal abuse or unnecessary physical contact with the players in my care.***
- 5. I will have due consideration for varying maturity and ability levels of my players when designing practice schedules, practice activities and involvement in competition.***
- 6. I will avoid overplaying the talented players aiming to maximise participation and enjoyment for all players regardless of ability. Where I am responsible for players in the 5-12 year old age group, I will ensure that all players gain equal playing time.***
- 7. I will stress and monitor safety always.***
- 8. In recognising the significance of injury and sickness, I will seek and follow the physician's advice concerning the return of injured or ill players to training.***
- 9. I will endeavour to keep informed regarding sound principles of coaching and skill development, and of factors relating to the welfare of my players.***
- 10. I will at all times display and teach appropriate sporting behaviour, ensuring that players understand and practise fair play.***
- 11. I will display and foster respect for umpires, opponents, coaches, administrators, other officials, parents and spectators.***
- 12. I will ensure that players are involved in a positive environment where skill learning and development are priorities are not overshadowed by a desire to win.***
- 13. I reject the use of performance enhancing substances in sport and will abide by the guidelines set forth in the AFL DRUG POLICY.***

Note: This "Coaches Code of Conduct" is to be signed and conformed to as part of the accreditation requirements of the AFL. Coaches should be aware that, in addition to this Code, they may be obliged to sign a further Code of Conduct/Ethics with their Club and/or League.

SIGNATURE OF COACH: _____ DATE: ____ / ____ / 20

SIGNATURE OF PRESIDENT: _____ PRINT NAME: _____

DATE: ____ / ____ / 20



Maldon Football Netball Club Inc



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/12 & below**

In these age groups, the emphasis is placed on participation and enjoyment. Additional goals are the acquisition of football skills and the nurturing of physical and emotional development and well-being.

Where two sides are formed in the same age group, regardless of their divisional standing, it is the wish of the Club that the two sides will be picked by the Coaches to form two 'equal' teams. The Committee will assist the Coaches select the sides if required.

Our league policy allows for ... players to play in an under-age match in these age groups. The League requires, and the Club expects, that all players be permitted to play a minimum of a half game as far as practicable.

• **Age Group's U/13 through to U/17**

The Club aspires to provide players the opportunity to play in the highest level within the league. A Club's grading is determined by the performance of these age group teams in matches over the season. A greater emphasis is placed upon individual and team performances.

Where there is a single side in any age group selection of the side is the responsibility of the appointed coach.

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 judgement and perception of the players abilities, potential, development, attitude, commitment and the need for team balance. The Committee will assist the Coaches select the sides if required.

Where two sides are formed in the same age group and in the same division, it is the wish of the Club that the two sides will be picked by the Coaches to form two 'equal' teams. The Committee will assist the Coaches select the sides if required.

Our league policy allows for ... players to play in an under-age match in these age groups. The League requires, and the Club expects, that all players be permitted to play a minimum of a half game as far as practicable. Coaches must endeavour to provide the maximum number of players an opportunity to participate.



Maldon Football Netball Club Inc



- **Age group's U/18, U/19 or Open-age**

The Club aspires to provide players the opportunity to play in the highest level within the league. A 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 judgement and perception of the players abilities, potential, development, attitude, commitment and the need for team balance. The Committee will assist the Coaches select the sides if required.

- **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.

- **Refunds of registration fees and jumper deposits**

Players may withdraw from a team up to and including Round 3 and obtain a full refund of their Registration Fee less insurance, affiliation fee of \$.... and Jumper Deposit (on return of their jumper in a proper state). After Round 3, the remainder of the Registration Fee is non-refundable.

- **Registrations after commencement of season - Juniors**

No additional junior registrations will be accepted without the express consent of any affected Coach after the commencement of the playing season. In all circumstances the club abides by our league policy that does not allow registrations beyond a total of 22per team, unless there are extenuating circumstances.

The Team Selection Policy and Guidelines are reviewed at least annually and every effort will be made to ensure that all parties have access to this information.



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ISSUE RESOLUTION POLICY & GUIDELINES

Policy

The Maldon Football Netball 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	Football Manager or coach
Netball or team related	Netball Manager or coach
General nature	Committee Member

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 Committee Member 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 Committee through the Football Manager, President or Secretary 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, ie, 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 Committee must be obtained before any external parties are involved in the resolution of Club issues. Only the Club President is authorised to make public statements on behalf of the Club.

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

Any team related issue reported to the 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.



Maldon Football Netball Club Inc

ALCOHOL POLICY



This policy aims to provide a basis for the responsible management of alcohol by the **Maldon Football Netball Club**.

The club recognises the importance in holding a liquor license in the value it adds to the club, enabling it to generate income and hold social functions, but in doing so the club also accepts the responsibilities and expectations of the community in strictly adhering to the liquor licensing laws.

Serving Alcohol

Alcohol will be served according to the requirements of the club's liquor licence and in accordance with the safety and wellbeing of patrons.

- The club will maintain a current liquor licence.
- The liquor licence will be displayed at the bar.
- Persons under the age of 18 years are not permitted to serve alcohol.
- Only Responsible Serving of Alcohol (RSA) trained members/bar staff will be permitted to serve alcohol.
- The club will discourage excessive or rapid consumption of alcohol.
- Alcoholic drinks will be served in standard drink measures.
- The club will display posters on liquor license regulations and education.
- Promoting the responsible use of alcohol
- The club will actively demonstrate its attitude relating to the responsible use of alcohol.
- The club will not advertise, promote or serve alcohol at junior events or activities.
- The club will educate club members and supporters about the alcohol policy.
- The club will pursue non-alcohol sponsorship and revenue sources.
- The club will provide at least one alcohol-free social events for Junior club's.
- Alcohol advertising will only appear at the bar.
- The club will not promote alcohol through 'cheap drink' strategies, such as happy hours.

Intoxicated patrons

- Alcohol will not be served to any person who is intoxicated.
- Servers will follow procedures, provided in their training, for dealing with and refusing alcohol to intoxicated patrons.
- Intoxicated patrons will be asked to leave the club.
- Intoxicated persons will be refused entry into the club.

Underage drinking

- Alcohol will not be served to persons under the age of 18 years.
- Staff will request proof of age, where appropriate.
- Only photographic ID will be accepted.
- Any persons found underage drinking will be asked to leave immediately and be suspended from the Club for ONE (1) week. (Same penalty applies to someone supplying a person underage)
- A second offence for underage drinking will see the offender suspended for Three (3) Months. (Same penalty applies to someone supplying a person underage)



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Safe Transport

- Bar staff shall encourage members and visitors to make alternate safe transport arrangements if they are considered to exceed .05 blood alcohol concentration.
- Telephone calls will be made free of charge to arrange a taxi or other transport.
- Contact telephone numbers for taxi services will be displayed at the bar.
- In specific cases, where a designated driver who has been nominated by the club and that person has accepted the responsibility to drive others home safely, will be provided non-alcoholic drinks free of charge by the club.

Fundraising, Functions and Prizes

- Promotions such as drink promotions, drinking competitions and all-inclusive cover charges should not be conducted on club premises.
- The club will not promote or provide alcohol or drink vouchers for player awards.
- Prizes for raffles and fundraising will not have an alcohol focus.
- The club will use food or canteen awards rather than alcohol as prizes for player performance.
- The club will monitor and ensure any club trips, particularly end of season player trips, strictly adhere to responsible behaviour and alcohol consumption in accordance with the principles of this policy.

Food

- The club will wherever possible actively promote and sell food whenever alcohol is available.

Bar Management

- A list of all RSA trained club members will be displayed near the bar. The list will also highlight RSA trained committee members.
- Non and low alcoholic alternative drinks will be available at all times.
- Tap water will be provided free of charge from the bar.
- An incident register will be maintained to record any incidents that may occur in relation to compliance with this policy and the operation of the social rooms bar.
- Bar staff will not be permitted to drink alcohol while serving behind the bar.

Club Committee Responsibilities

The presence of committee members is essential to ensure the operation of the bar and policy compliance. At least two duty committee members who are RSA trained are required to be present at all club functions when

the bar is open. Key responsibilities of the duty committee members are to:

- Meet visiting police, cooperate and assist with any inquiries.
- Ensure the admission of members and guests and completion of the visitor's book.
- Compliance in respect of persons under 18 years of age on premises.
- Ensuring intoxicated people are refused service and are asked to leave the premises.
- Ensuring strict compliance with the club policy in accordance with the key provisions of the Liquor Licence.



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- Recording any incidents in the incident register.

Non-compliance

All club committee members will enforce the alcohol management policy and any non-compliance will be handled according to the following process;

- Explanation of the club policy to the person/people concerned, including identification of the section of policy not being complied with.
- Continued non-compliance with the policy should be handled by at least two committee members who will use their discretion as to the action taken, which may include asking the person/ people to leave the club facilities or function.

Promoting the “Alcohol Management Policy”

The club will promote the alcohol management policy regularly by;

- Distributing a copy to all club members.
- Displaying a copy of the policy in the club social rooms.
- Periodic announcements to members at functions.

The club recognises the importance of educating club members, particularly players in the benefits of implementing an alcohol management policy and will endeavour to provide information to assist this process.



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SMOKE FREE POLICY

POLICY

The *Maldon Football Netball Club* recognised that passive smoking (inhaling second-hand smoke) is hazardous to health and that non-smokers should be protected from tobacco smoke. Passive smoking can lead to other serious illnesses such as bronchitis, lung cancer, cardiovascular disease, and chest illnesses in children. Accordingly the following policy has been developed by *Maldon Football Netball Club* to help protect people's health.

The move to go Smoke Free also complements the *Maldon Football Netball Club's* desire to create a healthy family friendly environment. The *Maldon Football Netball Club* believes that such an environment and image will be advantageous in attracting new members and positively promoting the club in the community.

Legislation and the legal duty of care also provide reasons to have a Smoke Free club. Under common law the *Maldon Football Netball Club* has a legal duty of care to ensure that employees, volunteers, players and officials are not exposed to potentially harmful situations. The Occupational Health and Safety Act also stipulates that employees and working volunteers must have a safe environment to work in. Victorian Smoke Free dining legislation also states that enclosed dining areas must be Smoke Free.

Who is affected by the Policy

This policy applies to all members, administrators, officials, coaches, players and visitors of the *Maldon Football Netball Club*

Timing

This policy is effective from *(go live date for the policy)*

Designate Smoke Free Areas

The *Maldon Football Netball Club* requires the following areas to be Smoke Free:

- 1) ☐ Club and social rooms
- 2) Administration and office areas
- 3) Changing rooms
- 4) Toilet blocks
- 5) Indoor spectator viewing areas
- 6) Playing areas
- 7) Eating areas
- 8) Near entries and exits of buildings, facilities, and the ground

Sale of Tobacco Products

The *Maldon Football Netball Club* will refrain from selling tobacco products.



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Behavioural Expectations

The *Maldon Football Netball Club* recognises that role modeling can have a significant impact upon the junior members of the club. Hence, the following individuals and groups are to refrain from smoking while they are acting in an official capacity for the club or while in club uniform:

- ☐ Coaches (when coaching or representing the club)
- Trainers (when training players or representing the club)
- Officials (when representing the club)
- Volunteers (when representing the club)
- Players (when in uniform and representing the club)

Coaches and trainers will also speak to junior players about the effects of smoking on performance.

Promotion of the Policy

The following mediums will remind patrons about the *Maldon Football Netball Club's* Smoke Free policy:

- Non-smoking signs
- Club handbook
- Advertising and promotional resources (egg brochures, newspaper ads etc.)
- Club correspondence (letters, faxes, e-mails etc.)
- Announcements
- Table signage
- Function speeches
- Signage

Ashtrays will be removed from the clubrooms to discourage smoking.

Cigarette butt bins will be provided outside to encourage smokers to smoke outside.

Non-Compliance Strategy

The following five step non-compliance strategy will be followed if anyone breaches the *Maldon Football Netball Club* Smoke Free policy.

- Assume that the person is unaware of the Smoke Free policy.
- A staff member or club representative will approach the person breaching the policy and politely ask them to refrain from smoking and remind them about the Smoke Free policy.
- If the offence continues, then the most senior staff member or most senior club representative will verbally warn them again and hand over a formally written letter that outlines the club's policy on smoking. The offending patron must also be made aware that if they don't stop smoking then they will be required to leave the club's facility. The club's management committee will sign off on the letter. This letter will be pre-written and kept both behind the bar and in the club secretary's office so that copies are readily available.
- If the offence does continue then the patron will be escorted out of the facility by staff and/or a senior club representative.
- Under no circumstances should the *Maldon Football Netball Club's* Smoke Free policy be breached: No matter who the offender is.



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ANTI DOPING POLICY

- AFL Victoria (AFLV) acknowledges its role in dealing with the issue of Drugs within Australian Football. AFLV Members are required to have in place an Anti-Doping Policy complimented with relevant education / awareness strategies.
- AFL Laws of the Game demand that if Leagues do not develop an individual Policy that has the standards within the Laws of the Game as a minimum, the AFL Policy shall apply.
- AFLV shall provide relevant reference points to assist Members establish and / or maintain their own rules and process to deal with the issue of Drugs within Australian Football
- REFERENCE POINTS / SAMPLE AUSTRALIAN FOOTBALL LEAGUE – LAWS OF AUSTRALIAN FOOTBALL
-
- 21. ANTI-DOPING POLICY
- 21.1 APPLICATION
- The AFL Anti-Doping Code, as varied in accordance with Law 21.2, shall apply to all persons to whom these Laws apply, unless a Controlling Body has adopted its own code or policy which has been approved by the Australian Sports Drug Agency.
-
- 21.2 VARIATION AND INTERPRETATION
- 21.2.1 Specific Reference
- Where the AFL Anti-Doping Code does apply to a Controlling Body, any reference to:-
- (a) the AFL shall be read as a reference to the relevant Controlling Body;
- (b) a Player shall be read as a Player competing in a competition conducted by the Controlling Body; and
- (c) an official, employee or agent of the AFL shall be read as an official, employee or agent of the Controlling Body appointed or delegated to perform the same or a similar function.
- 21.2.2 Testing
- Unless otherwise directed by the AFL, a Controlling Body is not obliged to perform or appoint a third party to perform testing of Players as prescribed under the AFL Anti-Doping Code.
-
- VICTORIAN FOOTBALL LEAGUE – ANTI-DOPING POLICY / PROCEDURES
- For detailed information in relation to the current anti-doping procedures adopted by the Victorian
- Football League, refer to the AFL Victoria website – www.aflvic.com.au to do so.



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RISK MANAGEMENT POLICY

Risks are inherent in all aspects of Australian Rules Football and Netball and the Maldon Football Netball Club acknowledges the role of risk management as critical to the safe and controlled provision of the sport to players, officials and spectators.

The Maldon Football Netball Club is committed to managing risk in accordance with the process described in Australian/New Zealand Standard 4360:1999 Risk Management. This Standard requires that the Maldon Football Netball Club's risk management strategy is a systematic hierarchical driven process to identify, analyse, assess, communicate and treat risks that can adversely impact on the performance and standing of the organization.

The range of risks that the Maldon Football Netball Club needs to be prepared to deal with will include:

- Public & Professional Liability responsibilities
- Occupational Health & Safety responsibilities
- Financial Management
- Organisational Management and Operational practices

PURPOSE:

The purpose of this policy is to provide a framework for the elimination or control of all risks associated with the Maldon Football Netball Club's activities.

SCOPE:

The successful implementation of the Risk management Policy requires a consistent and systematic approach to risk management at all levels of the Club's operation. In order to manage risk in accordance with best practice, the Club will comply with the requirements of Australian/New Zealand Standard 4360:1999 Risk Management as well as the Club's established ethical standards and values.

OBJECTIVES:

The objectives of the policy are:

- Identify, report and analyse the Club's liability associated with its range of risks
- Encourage the ongoing identification and reporting of potential risks
- Determine the magnitude of risks
- Develop a risk register
- Develop, prioritise and implement ongoing plans and strategies to address risks
- Promote and support risk management practices throughout the Club
- Gain organisational support for risk management undertakings
- Educate members on good risk management practices
- Minimise the cost of insurance claims and premiums
- Protect the Club's corporate image as a professional, responsible and ethical Organization



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RACIAL & RELIGIOUS POLICY

Section 1 Commitment

- 1.1 The *Maldon Football Netball 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.

Section 2 Definitions

In this Policy-

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

"Club" means the *Maldon Football Netball Club*.

"engage in conduct" includes use of the internet or e-mail to publish or transmit statements or other material.

"League" means the Maryborough Castlemaine Football Netball 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.



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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 or 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.

Section 4 Authorised Persons

4.1 The Club will appoint a 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 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.



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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.

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 5.00pm on the first working day following the day on which the contravention is alleged to have occurred, lodge a complaint in writing with the Complaint's Officer of the Club;

6.2 the Complaint's Officer of the Club where the complaint was made shall, by 5.00pm 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 5.00pm 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 Maryborough Castlemaine Football Netball 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;



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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;

8.8.2 directly when a respondent has previously taken part in conciliation as a respondent of a complaint;

8.8.3 when both the Club's Complaints Officer and President have determined that the complaint was lacking in substance and was made vexatiously;

8.8.4 when both the Club's Complaints Officer and President determine that under sections 24 or 25 of the *Racial and Religious Tolerance Act 2001* (Vic) the complaint could be considered as "serious", he/she will take all steps necessary for the complaint to be referred to the League's Tribunal within 5 working days from the day on which the incident is alleged to have occurred;

8.9 ensure that any time limit referred to in this Policy may be extended by the Club if in the opinion of the President of the Club it is just and equitable to do so;

8.10 ensure that where a matter is resolved by conciliation the only public statement that shall be made shall be agreed to by both parties to the complaint and the Club's President and that the terms of any settlement are finalised to the satisfaction of the complainant and respondent and signed by the parties and the conciliator.

Section 9 Club's Liability

The Club may be vicariously liable for conduct engaged in by a participant which if found to have contravened this Policy, if the Club is unable to establish that it took reasonable precautions to prevent the participant from engaging in that conduct.



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DISABILITY ACTION PLAN

The Maldon Football Netball Club recognizes that it is unlawful to treat a person with a disability less favorably than a person who does not have a disability, in the same or similar circumstances. Such discrimination is covered by the Commonwealth Disability Discrimination Act 1992 and the Equal Opportunity Act 1995.

Disability covers:

- Physical
- Psychiatric
- Neurological or learning difficulties
- Presence in the body of organisms causing diseases
- Beneficiaries of workers compensation
- Intellectual
- Sensory

The Maldon Football Netball Club embraces the Disability Discrimination Act 1992 premise that:

- # people with disabilities are part of our diverse communities
- # people with disabilities, their families and carers have a right to participate as fully as possible in the life of our communities
- # people with disabilities are the primary source of information regarding the physical, social and cultural barriers to their participation in their local community.

The Maldon Football Netball Club will develop and implement a Disability Action Plan which will focus on those physical, social & cultural barriers which create a handicap for people with disabilities to be able to enjoy football at our Club.

Basic elements of the plan will include:

1. Education of Club members
2. Education of visitors to the Club
3. Identifying specific issues at our Club that can make life unnecessarily difficult or complicated for people with disabilities
4. Develop strategies to deal with these issues

Specific elements of the plan will include:

1. Clearly defined disabled car parking areas at the football ground
2. Disabled toilet facilities
3. Access to canteen facilities
4. Access to clubrooms
5. Access to the football oval
6. Exclusive accessible viewing areas



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Communication and use of Technology Policy

Using the internet and electronic communication is essential for communicating with Club members. We are committed to communication being appropriate and related to Club business.

What we will do

When using technology we will ensure that members privacy is protected, clear boundaries are maintained and bullying and harassment does not occur.

Website

- Information on competitions, social events, committees, policies, constitution, rules and by-laws will be placed on our website.
- No offensive content or photos will be uploaded to our website.
- YouTube video postings will feature positive team performances.
- Permission will be sought from parents to upload photos of their children, and care will be taken not to provide information that identifies them.
- A webmaster will be appointed to provide accountability and control over what goes onto our website and Facebook page.

SMS and Emails

Club committee members, coaches and team managers may use SMS and Email to communicate club business and Club sanctioned social events, however:

- Text communication should be short and about club/team matters.
- Email communication will be used when more information is required.
- Communication about children is through parents.

Facebook

- Postings and uploading of videos will feature positive club news and events.
- Personal information about members will not be disclosed.
- No statements will be made that are misleading, false or likely to injure the reputation of another person.
- No statements will be made that might bring our club into disrepute.
- Members will not engage in negative or destructive discussions or postings.
- Abusive, harassing. Discriminatory or offensive statements will not be posted by members.
- Destructive or negative users will be deleted and blocked from engaging with the site.



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What we ask you to do

All members are expected to use the internet and email appropriately, so think about what you want to say before you write it. Remember, an email is a written record of your thoughts on a matter and can be used against you later.

Communication by club members:

- Should be restricted to club matters.
- Must not offend, intimidate, humiliate or bully any member.
- Must not be misleading, false or injure the reputation of members and others.
- Should seek to protect the privacy of members.
- Must not bring the club into disrepute.

Coaches and others working with children and young people will direct electronic communication through parents.

Non-Compliance

Any club member found to have sent inappropriate electronic communication, uploaded inappropriate website content or engage in blogs or discussions that harass, offend, intimidate or humiliate members, may face disciplinary action as outlined in these policies and codes of conduct.

Cyber bullying (e.g. bullying that is carried out through an internet service such as email, chat room, discussion group, instant messaging or web pages) under certain circumstances is a criminal offence that can be reported by victims to the police. The club can also initiate separate action where there has been a breach of our state sporting organization and club member protection or other welfare policy to provide for the protection, safety and welfare of members.

Members publishing false or misleading comments about another person in the public domain (e.g. Facebook or websites) may be liable for defamation.



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FUNDRAISING POLICY



Introduction

The Committee of the Maldon Football Netball Club is committed to ensuring that fundraising activities are carried out in an ethical manner.

This policy applies to the Committee, casual, permanent and contract staff, players and volunteers.

Purpose

The purpose of this document is to identify Maldon Football Netball Club's position on fundraising practice and to document the standards expected in raising funds from the community.

Policy

Maldon Football Netball Club's guiding fundraising principle is a simple one – we will only use techniques that we would be happy to be used on ourselves. In doing so, the organisation will adhere to the following standards:

- Fundraising activities carried out by Maldon Football Netball Club will comply with all relevant laws.
- Any communications to the public made in the course of carrying out a fundraising activity shall be truthful and non-deceptive.
- All monies raised via fundraising activities will be for the stated purpose of the appeal and will comply with the organisation's stated mission and purpose.
- All personal information collected by Maldon Football Netball Club is confidential and is not for sale or to be given away or disclosed to any third party without consent.
- Nobody directly or indirectly employed by or volunteering for Maldon Football Netball Club shall accept commissions, bonuses or payments for fundraising activities on behalf of the organisation.
- No general solicitations shall be undertaken by telephone or door-to-door.
- A Fundraising Sub-Committee may be formed to carry out the major fundraising tasks. The Sub-Committee will report regularly to the General Committee, including tabling of meeting minutes at Committee meetings.
- All fundraising activities must have the prior approval of the Committee, as recorded in meeting minutes.
- A statement estimating income and expenses will be prepared prior to the commencement of any new fundraising activity that may present a financial risk to Maldon Football Netball Club. Fundraising activities should not be undertaken if they will expose the organisation to significant financial risk.



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- Approval will be sought for the Use of the Club Name/logo, approval will not be granted for End of year trip attire, such as shirts, stubby holders or the like.
- Fundraising for End of year trips will NOT be approved.
- Fundraising activities should not be undertaken if they may be detrimental to the good name or community standing of the Maldon Football Netball Club
- Financial contributions will only be accepted from companies, organisations and individuals the Committee considers ethical. Companies and organisations specifically excluded from making financial contributions to Maldon Football Netball Club may include <<pharmaceutical/gambling/tobacco/alcohol companies>>.
- A report on fundraising will be prepared by a representative of the fundraising sub-committee for inclusion in Maldon Football Netball Club's annual report.

Procedure

Commencing Fundraising	Any individual or group may commence a fundraising activity on behalf of the MFNC. However they must first contact the MFNC Committee for approval.
Advice on Fundraising	The MFNC Committee will advise on the appropriateness and timing of all solicitation of donors depending on Club priorities and any known Club circumstances or financial commitments/other activities by those considered to be potential donors.
Information to be supplied to the Club	On the form supplied the following must be indicated. <ul style="list-style-type: none">• The name of the person/group managing the fundraising.• Event name and what will happen.• What is the money raised to be used for.• Time frame for fundraising.
Communication	The person/group organising the fundraising are required to communicate regularly with the committee on the progress of fundraising
Funds Raised	All funds raised will be directed to the Treasurer and banked in the Gaming Account until the fundraising has finished and purchase has been approved.
Unallocated Funds raised	In the event of extra funds being raised, the extra amount will be kept in the Gaming account for future approved equipment purchases.
Income & expenses	A detailed list including receipts will be presented to the treasurer at the end of each fundraising event.

Responsibility

The Committee is responsible for the implementation and review of this policy.

All Committee members, casual, permanent and contract staff and volunteers are responsible for adhering to this policy.



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Privacy & personal information policy and procedure

Policy

This Club respects the privacy rights of all individuals, and is committed to ensuring employees and volunteers at all levels comply at all times with their obligations under the Privacy Act 1988 (Cth), and in accordance with the National Privacy Principles (NPPs).

Collection

Maldon Football Netball Club has a duty to collect personal information by lawful and fair means and not in an unreasonably intrusive way. This information may be provided and collected through the recruitment and employment processes.

We will hold some information in relation to its employees, volunteers and other Club participants which will include, but is not limited to:

- tax file numbers
- information relating to the personal background of these participants (such as their home address, sex, date of birth, nationality, languages spoken, their employment history, their educational qualifications, any illnesses and details of contact people in the event of any emergency)
- information documenting the club history of these participants (such as their letters, written warnings and other documents).

Use and Disclosure

There are a variety of reasons why this club is required to hold this information. Some of these reasons include:

- ensuring that both this club and any participants are meeting their obligations under relevant legislation
- ensuring the health, safety and welfare of all participants at times when they are involved in Club activity
- allowing appropriate insurance coverage and registration for these participants

Complaints

Anyone who feels that there has been an unwarranted invasion of their privacy should contact a committee representative. Further information about the Principles or this club's policies relating to privacy issues can be obtained from any committee member.

Training and policy development

The club will develop policies, procedures and guidelines in relation to the collection and handling of personal information, and ensure that information and training is provided to individuals and employees and volunteers.



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Procedures

National Privacy Principles (NPPs)

These procedures relate to personal information that is found within: personnel files, medical files, email and internet use, phone calls and personal correspondence.

1. Only information that is necessary will be collected.

Individuals are to know what personal information is collected by the club and why it is collected.

2. Only information that is necessary at the time of collection will be collected.

If the need arises later, whereby certain information may become necessary or useful, the information will be collected at the time it is required.

3. Individuals will be informed of why the personal information is collected, how it will be used, and whether there is an intention to disclose it.

This club will provide details about how individuals can contact the club and, if they want to, how they can gain access to their personal information.

4. Consideration will be given as to whether the club should use personal information for a particular purpose.

Consent will be sought from the individual concerned (or authorisation under law) if the club intends to use personal information for a secondary purpose unrelated to the main purpose for which the information was collected. The club will normally only use personal information if it is related to the purpose for which it was collected and within the reasonable expectations of the individual.

5. Consideration will be given as to whether the club needs to disclose personal information.

Representatives of the club will seriously consider whether the purpose can be achieved without disclosing personal information. It is often best practice to seek consent from the individual concerned if there is a need to disclose their personal information for a reason beyond the reason for which it was collected. The Privacy Act allows disclosures in some circumstances.

6. Individuals can have access to the personal information that is held about them.

This club has a general duty to provide individuals with access to their personal information, in the form they request. If access is denied, the club will provide reasons that are consistent with the Privacy Act, as soon as possible.

7. Keep personal information secure.

All personal information is kept safe and secure from unauthorised access, modification or disclosure and also against misuse and loss. Steps will be taken that are proportionate to the sensitivity of the information being held.

Methods might include checking that all personal information has been removed from computers before they are sold, installing firewalls, cookie removers and anti-virus scanners on work IT systems, keeping hard copy files in properly secured cabinets, training staff in privacy procedures and allowing file access to staff on a 'need to know' basis only. Also, regular monitoring of the club's information handling practices will be undertaken to ensure they are secure and consideration of the adequacy of existing security measures will be assessed.



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8. Information will not be retained that is no longer needed or for which there is no further requirement to retain.

Personal information that is not required and there is no law that compels the club to retain the information, then it will be destroyed by shredding or pulping. All paper on which the personal information is recorded can be destroyed or placed in a security garbage bin and any electronic record or file will be securely deleted from computer systems to ensure it cannot be retrieved.

9. Keep personal information accurate and up to date.

Personal information can change. Reasonable steps will be taken to keep the personal information that the club holds current. If the personal information of someone changes, records will be amended to reflect those changes, ensuring that both hard copy and electronic files are updated.

10. Nominate a designated person within the club who is aware of the club's responsibilities under the Privacy Act and who is willing and able to handle complaints and enquiries about the personal information handling practices of the club.

The person (Privacy Contact Officer) may also be responsible for implementing a complaints handling process, staff training program and promoting Privacy Act compliance.

Definitions

Privacy

Individuals have the right to know what information is being held by the club about them, to correct that information if it is wrong, and to expect that this information will not be disclosed to anyone without their consent (unless authorised under law).



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CHILD PROTECTION POLICY



Overview

Every person and organisation bound by this policy must always place the safety and welfare of children above all other considerations.

Child abuse is illegal in all states and territories of Australia, with each having their own child protection laws that cover the reporting and investigation of cases of child abuse.

Child abuse relates to children (a person under 18 years old) at risk of harm, usually by adults, sometimes by other children, and often by those they know and trust. It can take many forms. Children may be harmed by verbal and emotional abuse and physical actions and by people failing to provide them with basic care. Child abuse may include:

- Physical abuse by hurting a child or a child's development (e.g. hitting, shaking or other physical harm; giving a child alcohol or drugs; or training that exceeds the child's development or maturity).
- Sexual abuse by adults or other children where a child is encouraged or forced to watch or engage in sexual activity or where a child is subject to any other inappropriate conduct of a sexual nature (e.g. sexual intercourse, masturbation, oral sex, pornography including child pornography or inappropriate touching or conversations).
- Emotional abuse by ill-treating a child (e.g. humiliation, taunting, sarcasm, yelling, negative criticism, name calling, ignoring or placing unrealistic expectations on a child).
- Neglect (e.g. failing to give food, water, shelter or clothing or to protect a child from danger or foreseeable risk of harm or injury).

All allegations of child abuse will be dealt with promptly, seriously, sensitively and confidentially. The AFL requires that anyone who reasonably suspects that a child has been or is being abused by someone within our sport, or by his/her parents/guardians to report it immediately to the police or relevant government agency, and the AFL or relevant Affiliated State Body. The AFL or Affiliated State Body will not attempt to investigate, mediate or conduct any hearing into any allegation of child abuse as this is the role of the police and the relevant government agency.

(b) AFL Child Protection Requirements

The AFL requires every individual and organisation bound by this policy to:

- 1) Prohibit any form of abuse against children;
- 2) Provide education and/or information to those involved in our sport on child abuse and child protection.



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- 3) Carefully select people whose role requires them to have regular direct and unsupervised contact with children;
- 4) Provide opportunities for our juniors to contribute to and provide feedback on our program development;
- 5) Ensure codes of conduct, particularly for roles associated with junior sport, are promoted, enforced and reviewed
- 6) Provide procedures for raising concerns or complaints. Where applicable meet the requirements outlined in:
 - A. Attachment B1 Child Protection Requirements
 - B. Attachment B2. Member Protection Declaration
 - C. QLD Blue Card Requirements. *Refer website www.bluecard.qld.gov.au or contact 1800 113611)*
 - D. NSW Child Protection Requirements. *Refer to the NSW Commission for Children and Young People website: www.kids.nsw.gov.au or contact 02 9286 7219*
 - E. WA Child Protection Requirements. *Refer to the Department of Community Development [Working with Children](http://www.workingwithchildren.wa.gov.au) Screening Unit website www.checkwwc.wa.gov.au or contact 1800 883 979.*
 - F. VIC Child Protection Requirements. *Refer to the Department of Justice website: <http://www.justice.vic.gov.au> and follow the Working with Children Check link under Business Units or contact 1300 652 879.*
 - G. SA Child Protection Requirements. *Refer to the Department of Families and Communities website www.familiesandcommunities.sa.gov.au or the South Australian Office for Recreation and Sport's website www.resport.sa.gov.au*

State specific child protection requirements apply despite the existence or absence of the AFL Member Protection Policy.



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Attachment A1: CHILD PROTECTION REQUIREMENTS

This attachment sets out the screening process for people who currently occupy or who apply for any work (paid or voluntary) in the AFL or an Affiliated State Body that works with people under the age of 18 years.

Screening under this policy is not a replacement for any other procedure required by law. If State or Territory legislation sets an equivalent or higher standard of screening, the requirement to screen people under the process outlined below need not be followed.

Association/club requirements

Under AFL's Member Protection Policy, each league and club of each Affiliated State Body is required to:

- 1) Identify positions (paid and voluntary) that involve working with people under the age of 18 years.
 - 2) Obtain a completed *Member Protection Declaration* (MPD) (Attachment B2) from all people who are bound by this policy if they occupy or apply for a position that involves working with people under the age of 18 years. The MPD will be kept in a secure place. If a MPD is not provided, or it reveals that a person does not satisfactorily meet with one or more of the clauses in the MPD (e.g. has a relevant criminal conviction), the relevant Affiliated State Body will:
 - provide an opportunity for the person to respond/provide an explanation, and
 - make an assessment as to whether the person may pose a risk to or be unsuitable to work with people under the age of 18 years.If unsatisfied, then the Affiliated State Body will:
 - in the case of an existing employee/volunteer, transfer the person to another role which does not require them to work [directly and unsupervised] with people under the age of 18 years. If this is not possible, then end the appointment. Note: legal advice should be obtained before the termination process begins.
 - in the case of a someone applying for the position/role, not appoint them.
 - 3) Check a person's referees (verbal or written) and interview a person about his/her suitability for the role and his/her suitability for working with children for both paid and voluntary positions.
 - 4) Ask people applying for a position that work with people under the age of 18 years to **sign a consent form** for a national police check. (Information on police checks and forms can be found at www.ausport.gov.au/ethics/policechecks.asp).
 - 5) Request a national police check from our relevant police jurisdiction for people applying for positions that work with people under the age of 18 years.
- In most police jurisdictions a 'Part Exclusion' check for people working with children can be requested. This check excludes irrelevant records.
- If the police check indicates a relevant offence, the Affiliated State Body:
- provide an opportunity for the person to respond/provide an explanation, and



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- make an assessment as to whether the person may pose a risk to or be unsuitable to work with people under the age of 18 years.

If unsatisfied, then the Affiliated State Body will:

- in the case of an existing employee/volunteer, transfer the person to another role which does not require them to work [directly and unsupervised] with people under the age of 18 years. If this is not possible, then end the appointment. Note: legal advice should be obtained before the termination process begins.
- in the case of a someone applying for the position/role, not appoint them.

If the person does not agree to a national police check after explaining why it is a requirement, the Affiliated State Body shall make an assessment as to whether the person may pose a risk to or be unsuitable to work with people under the age of 18 years. If unsatisfied, the Affiliated State Body will:

- in the case of an existing employee/volunteer, transfer the person to another role which does not require them to work [directly and unsupervised] with people under the age of 18 years. If this is not possible, then end the appointment. Note: legal advice should be obtained before the termination process begins.
 - in the case of a someone applying for the position/role, not appoint them.
- 6) Decide whether to offer the person the position, taking into account the result of the police check and any other information available. Where it is not practical to complete the police check prior to employment commencing, the Affiliated State Body must still complete the check as soon as possible. The Affiliated State Body will advise the person that their ongoing employment is conditional upon the satisfactory outcome of the check.
 - 7) Where a national police check is obtained under this member protection policy, another organisation which is also required to screen may obtain a copy of the national police check provided that the consent of the relevant person is obtained and the national police check was performed in the immediately preceding two years.
 - 8) Protect the privacy of any person who is checked and the confidentiality of any information obtained through the checking process. Information collected during screening (such as a completed MPD form, police records and referee reports) will be returned to the relevant person if that person is not appointed to/will not remain in the position, or otherwise be destroyed with the consent of the person concerned.



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Attachment A2: MEMBER PROTECTION DECLARATION

The AFL and Affiliated State Body has a duty of care to its members and to the general public who interact with its employees, volunteers, members and others involved with Australian football activities. As part of this duty of care and as a requirement of the AFL's Member Protection Policy, the Affiliated State Body must enquire into the background of those applying for, undertaking or remaining in any work (paid or voluntary) that involves working with people under the age of 18 years.

I(name) of

.....(address) born...../...../.....

Sincerely declare:

- 1) I do not have any criminal charge pending before the courts.
- 2) I do not have any criminal convictions or findings of guilt for sexual offences, offences related to children or acts of violence.
- 3) I have not had any disciplinary proceedings brought against me by an employer, sporting organisation or similar body involving child abuse, sexual misconduct or harassment, acts of violence, intimidation or other forms of harassment.
- 4) I have never been sanctioned for an anti-doping rule violation under any anti-doping policy applicable to me.
- 5) I have never participated in, facilitated or encouraged any practice prohibited by the World Anti-Doping Agency Code or any other anti-doping policy applicable to me.
- 6) To my knowledge there is no other matter that the Affiliated State Body may consider to constitute a risk to its members, employees, volunteers, athletes or reputation by engaging me.
- 7) I will notify the President or CEO of the organisation(s) engaging me immediately upon becoming aware that any of the matters set out in clauses 1 to 6 above has changed for whatever reason.

Declared in the State/Territory of

on/...../.....(date) Signature

Parent/Guardian Consent (in respect of person under the age of 18 years)

I have read and understood the declaration provided by my child. I confirm and warrant that the contents of the declaration provided by my child are true and correct in every particular.

Name:.....

Signature:.....

Date: