

**AFL CANBERRA LTD**



**AFL Canberra Junior League Competition  
By-Laws**

**Effective 2009**

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# AFL CANBERRA JUNIOR LEAGUE BY-LAWS

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### DEFINITIONS

For the purpose of the interpretation of these Rules the following definitions shall apply:

The Board	Shall mean the AFL Canberra Board, which controls the AFL Canberra competitions.
Junior Football Operations	Shall mean AFL Canberra staff employed to manage and run the football competitions in Canberra.
Junior Operations Committee	Committee appointed by AFL Canberra Board for the purpose of policy making decisions for junior competitions.
Junior Players	Shall mean a player in the Junior Division and Junior Girls (Youth Girls) Division
Auskick Rules Policy	AFL Auskick Policy that applies to age groups U8 – U11 in the AFL Canberra competition.
Out of Age	Shall mean a Junior player who plays a game/s in a higher age division than their actual birth age division.
Youth Football	Youth Football is competition football with full rules for the age groups U12 – U16.

**PART 1: TITLE COMPETITION AND CLUBS**

**1.1 Competition Rules**

These Rules may be cited as AFL Canberra Junior Competition Rules.

**1.2 Divergence from the Application**

Any divergence from the application of these Rules must be authorised by the Junior Operations Committee, as delegated by the Board.

**1.3 Interpretation of the By-Law**

Where agreement is unable to be reached involving a question of interpretation of these Rules, the opinion of the Junior Operations Committee shall be taken and acted upon and its decision shall be final.

**1.4 Matters Not Provided For**

In the event of any question arising which is not provided for in these Rules, the opinion of the Junior Operations Committee shall be taken and acted upon and its decision shall be final.

**1.5 Suspension of Rules**

On the recommendation of the Board or Junior Operations Committee, they may, where necessary, suspend any Rule from operation. Any such suspension shall be advised to all clubs in writing and shall remain in force until the Board or Junior Operations Committee decides otherwise.

**1.6 Amendments to the Rules**

These Rules may be amended by the Junior Operations Committee in the first instance. They may also be amended by way of recommendation by Junior Football Operations and/or by clubs.

Amendments of the Rules can only be made by way of due process. Notification must be made in writing to AFL Canberra Junior Football Operations and forwarded to each junior club.

A period of one (1) month from the date of receiving the proposed amendment is to expire before a decision by the Club Presidents, after meeting, is recommended to the Junior Operations Committee.

Junior Operations Committee as directed by the Board must approve any change to the Rules/By-Laws.

**1.7 AFL Canberra Junior Competitions:**

Separate competitions may be conducted each season to determine the premiership in the following divisions

- a. AFL Canberra Junior Division – Under 16 Division 1
- b. AFL Canberra Junior Division – Under 16 Division 2
- c. AFL Canberra Junior Division – Under 14 Division 1
- d. AFL Canberra Junior Division – Under 14 Division 2
- e. AFL Canberra Junior Division – Under 12 Division 1
- f. AFL Canberra Junior Division – Under 12 Division 2 (TBA)
- g. AFL Canberra Youth Girls Division – Under 14 (TBA)
- h. AFL Canberra Youth Girls Division – Under 16

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For the purpose of the AFL Canberra Junior/Youth Girls Competitions, all Rules referring to the AFL Canberra Junior Competitions shall apply unless otherwise specified by Junior Football Operations.

An appropriate number of games will be organised for the following levels, with the emphasis being on player development rather than competition:

- i. AFL Canberra Junior Division – Under 11's
- j. AFL Canberra Junior Division – Under 10's

### 1.8 Premiership Perpetual Trophies

The winner of the premiership in each Junior Division shall hold the following perpetual trophy until the Grand Final in the following season:

- a. AFL Canberra Junior Under 16 Division 1 – JC Pini Cup
- b. AFL Canberra Junior Under 16 Division 2 – Hugh Bartlett Shield
- c. AFL Canberra Junior Under 14 Division 1 – Tom McLeod Shield
- d. AFL Canberra Junior Under 14 Division 2 – JP Mair Shield
- e. AFL Canberra Junior Under 12 – Bill Hansen Shield
- f. AFL Canberra Youth Girls Under 14 - TBA
- g. AFL Canberra Youth Girls Under 16 - TBA

### 1.9 Team Nominations

1.9.1 Prior to the commencement of the season clubs will be asked to nominate teams in the various age divisions, by a date designated by Junior Football Operations in any competition year to enable the compilation of Junior draws. Clubs failing to nominate teams by this date will not have teams entered in the competitions, unless otherwise agreed to by Junior Football Operations.

1.9.2 In the situation where a club can only field one team in an age group involving Double Age Progression (DAP), it will initially be left to the discretion of the club as to which division the team is nominated for, but as with all teams, the nomination will be subject to the review by AFL Canberra Junior Football Operations.

In the event that a club wishes to enter three teams in an age group involving Double Age Progression, the strongest team should be nominated in Division 1 and the other two teams nominated in Division 2.

Clubs entering teams in Division 1 will be asked to provide a Restricted Player List of ten (10) players as per clause 3.4.6. During the first four (4) rounds of the Home and Away season, teams will be assessed on their performance and where required elevated to a higher division or relegated to a lower division in accordance with clause 3.4.5.

1.9.3 Clubs nominating teams for entry into the Junior Competitions must have registered at least 75% of all minimum number of players (as set out in these Rules) in that team, by the date set down by Junior Football Operations as the closing date for nominations of teams. These numbers must not include anticipated "Out of Age – Play Up" players.

**1.10 Appeals**

Any player, official or club who feels aggrieved by any decision resulting from these Rules may appeal.

Such appeal must be lodged in writing and must set down the grounds of appeal and include any information which may assist in its consideration. A notice of appeal from a decision must be lodged with Junior Football Operations in writing within fourteen (14) days of the decision being made.

Junior Football Operations shall consider whether the appeal is justified. Should the Junior Football Operations consider the appeal to be frivolous a \$200 fine shall be imposed on the official/club lodging the appeal.

**PART 2: REGISTRATIONS AND PERMITS**

**2.1 Players to Register**

- 2.1.1 Any person wanting to play with an AFL Canberra Junior club for any season of competition, prior to taking the field with the club with which they intend to play, must first apply for registration on the Junior Player Registration Form and have it lodged with AFL Canberra Junior Football Operations. This form must be lodged prior to the Thursday immediately following a player's first game
- 2.1.2 Registered junior players intending to play with a Division 1, 2, 3, 4 and/or U18's team must also complete a Senior Registration Form.
- 2.1.3 Players under the age of 18 years must have a parent/guardian signature of consent on their Registration Form.
- 2.1.4 All junior players must re-register with their club each season.
- 2.1.5 A copy of registration forms must be submitted by a club official to Junior Football Operations by the designated date advised to clubs.

**2.2 Time For Lodgment of Forms**

AFL Canberra Junior competition players may get a form signed on match day but it must be presented to Junior Football Operations no later than the Thursday immediately following the game. Otherwise the game will be deemed a forfeit against the team who played the unregistered player.

**2.3 Permit To Play**

Before any player takes part in any match, the onus is on the club to satisfy themselves that AFL Canberra has permitted the player to take the field. Junior players shall be subject to approval by Junior Football Operations.

**2.4 Under Age Endorsement**

All Registration Forms must be signed by the relevant player, a designated club official and his/her parent/guardian as acknowledgement of his/her intention to play with the club they are registering with. For all junior players, unless the registration has been endorsed by a parent or legal guardian of the player, signifying consent to play, permission will not be granted as the player is under the age of eighteen (18) years.

**2.5 Closing Date for Registrations**

Player registrations will be accepted until the end of the home and away season in which the player intends to play.

**2.6 Duplicate Registrations**

No player shall be registered with more than one AFL Canberra club at the same time.

**2.7 Effect of Registration**

Registration with a club shall remain in force until the commencement of a new season. In the event a player changes clubs during the home and away season permission must be granted by Junior Football Operations for the transfer to take place. A new registration form is to be filled out with the player's new club and submitted to Junior Football Operations.

**2.8 Assumed Name**

No person shall be registered or re-registered under an assumed name unless such an assumed or adopted name, and the reason therefore, is notified to Junior Football Operations together with the player's correct name and address at the time of the registration. Such information shall be kept confidential by AFL Canberra Junior Football Operations.

**2.9 Proof of Date of Birth**

All junior players are required to provide proof of age in the form of a Birth Certificate or Passport when they first register with a junior club. This may be called for by Junior Football Operations at any time.

**2.10 Incorrect Information**

The omission of any information or incorrect information on any registration form may result in a four (4) week suspension for the player concerned and he/she may be deemed ineligible for any games for which he/she has taken part.

Any club official or club that is party to any premeditation to deceive shall be dealt with by the Junior Football Operations as they deem fit.

**2.11 Coach to Be Registered and Accredited**

The Coach of each team is encouraged to be accredited with AFL NSW/ACT. All Coaches, who are not accredited at the beginning of the season, have until 30 June of the current season to attend and fulfill their required accreditation. All coaches must be at least Level 1 accredited. A penalty of \$100 for unaccredited coach and/or loss of premiership points may be enforced in the event of failing to comply with this requirement.

**2.12 Unregistered and Ineligible Players**

2.12.1 Any player not registered and any player registered following an incorrect declaration shall be deemed to be an ineligible player and any club playing an ineligible player shall lose all match points and be fined up to \$100 for each match in which such player has taken part.

2.12.1 Ineligible player/s, official/s and/or club/s responsible shall be liable for disqualification in addition to loss of match points and fine/s. However, points for and against stay the same as the result of the game.

2.12.2 When a charge has been made against any club for playing a player illegally, such club shall be responsible for the appearance of such player, if required at any investigation conducted by AFL Canberra. Failure to produce such player (without reasonable excuse) shall be taken prima facie evidence of the truth of charge.

2.12.3 Any suspended player and/or official will be deemed to be an ineligible person and will not be allowed to act in any way as a trainer, runner, water-carrier or any official with "on ground" capacity in any competition match for the duration of his/her suspension. However, he/she is not permitted to enter the playing arena to address his/her players in a competition match at quarter time, half time and three-quarter time. The address must take place off the field.

### **2.13 Age Limits and Female Players**

2.13.1 A player must be under the age specified for a Junior Division Competition as at the 1<sup>st</sup> January preceding the commencement of the season. Players are placed in their age division according to the age they turn in that calendar year.

For players aged 16 years 6 months, to be eligible to play in U16 Division 1, the player must have turned 16 years after the 1<sup>st</sup> July in the preceding year. For example: A player turns 16 years on 31<sup>st</sup> October. He is considered to be a 16 years 6 months player in the year following his 16<sup>th</sup> birthday.

Players aged 16 years 6 months are to play in U16 Division 1. A club may apply in writing to Junior Football Operations requesting permission for the player to play in Division 2 by completing an Overage Player Form. Reasons for a submission for an overage player in this category are if the club does not have a Division 1 team or the player's ability and physical size is such that they would be better suited to Division 2.

- 2.13.2 a) Female players are able to play in mixed junior football competitions with AFL Canberra up to the age of fourteen (14) years. The highest division females are able to play in is Under 14 Division 1.
- b) Youth Girls competition will be for girls aged 12 to 16 years (unless otherwise specified by Junior Football Operations) and will be a separate competition run and administered by AFL Canberra Junior Football Operations. Separate competition rules will apply.

### **2.14 Out of Age / Over Age / Disability Approval**

2.14.1 Junior players considered by clubs to have the required playing ability and necessary maturity may play in a higher grade with the consent of their parent/guardian by completing an Out of Age Approval Form and lodge it with their registration form with Junior Football Operations prior to playing in the higher grade match.

2.14.2 A junior player with a medical disability may apply to Junior Football Operations for permission to play down an age group during the current season. Approval may be granted if the player submits with their registration a letter fully detailing their request to play down, written medical evidence from a registered medical practitioner and an application from their club requesting consideration be given approval. If approval is granted, it shall apply for one season only. Approval is not automatic and until written approval is received by the club the player is ineligible to play down.

2.14.3 A club may apply in writing to Junior Football Operations for approval for a player in the age group below the age group for which he/she would normally be eligible on the basis of the core criteria of:

- Proximity of his/her age to the eligibility date of the lower age.
- Physical abilities and skill levels being such that their safety and well being are better served by playing in the lower age group.
- Consideration will also be given to applications outside these criteria where there is no team in the player's normal age group,

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subject to the safety and well being of other players in the lower age group not being adversely affected by the participation of the player in that competition.

Approval is not automatic and until written approval is received by the club the player is ineligible to play down. If approval is granted it shall apply for the current season only.

**PART 3 – COMPETITION ARRANGEMENTS**

**3.1 Fixtures**

**3.1.1 Match Schedule**

Following receipt and acceptance of club affiliation applications, Junior Football Operations shall prepare a schedule of matches (fixture/draw) for each division of competition and distribute to clubs at least four weeks prior to the commencement of the season. Other than in exceptional circumstances as approved by Junior Football Operations, or in accordance with the Double Age Progression provisions, these fixtures will not be varied once the season has commenced.

Each competition fixture shall consist of a series of home and away premiership matches followed by a finals series. This does not apply to Junior Divisions U10 and U11, where no competition points will be awarded.

For all premiership matches, four (4) match points shall be awarded for a win or win by forfeit and two (2) match points shall be awarded for a draw. No points shall be awarded for a loss or loss by forfeit.

**3.1.2 Byes**

In a competition where teams have an equal number of byes in the fixture, no premiership points or player qualifications shall apply when a team has a bye. Where an unequal number of byes exist, four (4) premiership points shall be allocated for each bye and Junior Football Operations will rule on eligibility of finals for players.

**3.1.3 Forfeits**

Any club that is unable to play a match for which it is drawn is to advise the opposing club and Junior Football Operations no later than 10.00am on the Friday prior to the match concerned. The match will then be treated as a forfeit and provided a satisfactory explanation is furnished to Junior Football Operations, no penalty other than those specified in this rule will be imposed.

Should a club forfeit a match without the required notice, a fine of up to \$200 may be imposed. Junior Football Operations will determine what fine, if any, will be imposed on the forfeiting team.

Where Junior Football Operations is unable to advise the appointed umpires prior to them attending a forfeited match, Junior Football Operations will pay the umpires and the forfeiting club will be invoiced for the full amount.

If for any reason a team is not ready to commence play 15 minutes after the appointed commencement time for a match, the opposing club may claim the match as a forfeit. If, however, the start of a match is delayed due to unforeseen circumstances and by mutual agreement between the competing clubs the match is still played, the clubs must agree on a shortened time of play to ensure that any following matches will not be delayed.

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A team shall forfeit a match if it is unable or fails, refuses or neglects to complete a match already commenced.

Where a forfeit occurs, the team receiving the forfeit shall:

- a) Receive four (4) match points
- b) Have their points for increased by the average of the points scored by the winners of the other matches in that round in that Division.
- c) Have no points added to their points against.

The forfeiting team shall:

- a) Receive no match points
- b) Have no points added to their points for.
- c) Have their points against increased by the average of the points scored by the winners of the other matches in that round in the Division.

Teams receiving a forfeit may submit a team sheet for the purpose of player eligibility for finals. Such team sheet should be updated as necessary and signed by the Team Manager. It must then be returned in the match envelope to Junior Football Operations.

Should a team forfeit three (3) matches in any one season, the circumstances pertaining to each forfeit may be examined by Junior Football Operations which, in consultation with the Junior Operations Committee, decide whether that team shall be allowed to remain in the competition.

If it is decided that team shall not remain in the competition, Junior Football Operations shall adjust the fixture to accommodate the change in the overall number of teams in the competition.

### 3.1.4 Premiership Ladder

A premiership ladder shall be maintained for the duration of the home and away season with teams positioned in the order of premiership points awarded. Where more than one club has awarded the same number of premiership points, those clubs will be positioned on the premiership ladder in order of percentages calculated from the points scored for and against such clubs.

The premiership team for the season shall be the team that wins the Grand Final in each respective competition.

### 3.1.5 Withdrawal of a Team

In the event of a team being withdrawn from the competition after nomination, Junior Football Operations must be notified promptly of such withdrawal. The club concerned must supply in writing the reasons for withdrawal.

In the event of a team being withdrawn part way through the season, or is considered a non participating team, the teams drawn to play that team for the remainder of the season shall receive a bye.

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### 3.1.6 Adverse Weather

On occasion Junior Football Operations may vary the playing conditions due to extreme weather. In the case where there is lightning during a match the Umpire has the authority to delay or abandon the match where they believe the conditions have become unsafe.

### 3.1.7 Wet Weather Procedures

Where adverse weather conditions prevail, clubs are to advise Junior Football Operations as early as possible of the likelihood of ground closures to enable alternative arrangements for the playing of scheduled matches to be considered.

Where a ground to which a match has been scheduled is unfit for play or has been closed, Junior Football Operations will, in liaison with the clubs concerned, provisionally reschedule the match to be played on the away club's ground if available.

Where a match is transferred to the opposing club's ground, that club will assume the home team responsibilities. Where practicable, the venue of the next match between the two clubs concerned will be reversed to compensate for the loss of the home ground privilege.

Where neither ground is available, Junior Football Operations will make every effort to move the fixture to an alternative venue. Clubs whose home grounds are vacant and playable are expected to cooperate with Junior Football Operations by making their ground available to minimise the likelihood of cancellations. In this situation, the home team responsibilities will be assumed by the home team as nominated in the fixture.

If a match is not played because neither ground nor an alternative venue is available, Junior Football Operations will decide whether or not the match is to be rescheduled to another date or cancelled.

Should it appear likely that more than one match in a round may not be played; Junior Football Operations may postpone or cancel all matches for that round.

In the event that any match is cancelled, no premiership points shall be awarded to either team but such match shall count towards player's eligibility for finals.

In the event of a washout round a match ratio is applied to ensure teams are ranked fairly in the finals series. The match ratio is determined by dividing the number of games won by the number of games played. The figure is then multiplied by 100.

Each club is required to have procedures in place which will enable them to contact their players and officials to notify them at short notice of any changes to scheduled matches.

### **3.2 Times of Play**

The actual starting times, quarter lengths, time-on arrangements, break intervals (quarter, half and three quarter time) and warning siren arrangements for matches shall be determined by AFL Canberra Junior Football Operations – Refer Appendix A

If any match does not start by the appointed time, the Field Umpire shall note the particulars on the umpire's match report. In home and away matches clubs in default may be fined \$10 per minute or part there of and in finals matches the fine may be \$20 per minute or part there of.

Clubs adhering to times for a break interval shall be fined in a similar manner as a late start unless it is proved that extenuating circumstances existed.

If for any reason a team is not ready to commence play fifteen (15) minutes after the appointed time, the opposing club may claim the match as a forfeit. The decision is made by the umpires.

If, however, the start of a match is delayed due to unforeseen circumstances and by mutual agreement between the competing clubs the match is still played, the clubs must agree on a shortened time for each quarter so that any following matches will not be delayed. If for any reason a club should not finish a match, the Field Umpire must report the matter to Junior Football Operations for investigation.

### **3.3 Provisions for Matches**

3.3.1 The club named first on the official fixture shall be the home club. Home clubs are responsible for ensuring that the following provisions for matches are made.

3.3.2 Ground Markings

- a) The home team shall be responsible for providing cones for the interchange area. This area is to be on the boundary line approximately 15 metres apart on one wing. Team areas are to be designated equal distance on either side not less than 15 metres apart.
- b) Team managers are asked to keep the boundary line clear at all times. To facilitate this coaching staff will not be allowed within 2 metres of the boundary line and spectators are not allowed within 3 metres of the boundary line.

This rule should be strictly enforced at all times to allow Boundary Umpires unimpeded transit and to prevent undue distraction of players by spectators.

The boundary line must be marked at least three (3) metres inside the fence line. If there is no fence spectators must stand behind a second marked line or an imaginary second line, which is three (3) metres outside the boundary line around the whole ground.

A coach's line should be marked comprising five (5) metres in length and one (1) metre in from the fence/fence line. It should be marked in front of the coach's box/area. No official or bench player is allowed to stand in front of this line during play. For all matches, where no line is

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marked, coaches are not permitted within two (2) metres of the boundary line.

### 3.3.3 Post Pads

For junior matches played on grounds with fixed goal posts, padding must be the height of at least 1.8 metres from the ground.

### 3.3.4 Change Rooms

For all grades from U16 Division 1 down to Under 12's, adequate changing facilities should be provided for each club and the umpires.

### 3.3.5 Timekeeping Facilities

- a) A timekeeper's box or table and seating are to be suitably situated to ensure that timekeepers have an unobstructed view of the whole playing field.
- b) Each club shall be responsible to provide a timekeeper for all matches in which its' teams participate. The timekeeper shall familiarise themselves with the match timing requirements as set out in Clause 3.6.5
- c) Each club shall supply a clock or stopwatch for the use of its timekeeper.
- d) Each ground shall have a siren/hooter. The operation of such siren shall be under the control of the timekeeper/s appointed for the match. A bell can also be used for junior teams.
- e) Timekeepers should position themselves near the interchange area.

### 3.3.6 Footballs

- a) Two (2) used footballs of a standard considered satisfactory by the Field Umpire shall suffice.
- b) See Appendix B for football types and sizes required.

### 3.3.7 Emergency Medical Arrangements

- a) It is each team's responsibility to provide medical assistance/treatment to their players. This includes Sport's First Aid and Sport's Trainers.
- b) It is the home club's responsibility to ensure that appropriate emergency medical procedures are in place on match days and that visiting clubs are aware of local arrangements.
- c) A Jordan frame stretcher or similar style stretcher must be located in a quickly accessible location for the duration of the day's play. The home club is also to ensure that it can promptly facilitate ambulance access to the field of play if necessary.
- d) The telephone numbers and addresses of the nearest medical services – ambulance, medical centres, hospitals etc must be available for use in an emergency.

### 3.3.8 Match Day Safety Check

Under the Australian Football National Risk Protection Program, clubs are required to conduct a match day health and safety check for each home game and complete the checklist. This to be completed and signed by both the home, and away, clubs and shown to the umpire prior to the commencement of the first match of the day.

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Completed checklists are to be retained by home clubs for the duration of the football season for reference by Junior Football Operations or its insurers if so required. Each club is to file their completed match day checklists for a period of seven (7) years, and if at the request of AFL Canberra's insurer this checklist will be required to be supplied.

The home club is to keep the original checklist, with the yellow copy of the checklist sent to Junior Football Operations in the match day envelope.

### 3.3.9 Fines

Failure to comply with these provisions may result in a \$25 fine for each offence.

As the user of the ground facilities it is the home team's responsibility to ensure the facilities and grounds are left in the appropriate manner according to the terms and conditions of use as outlined by ACT Sports Grounds. Should the League receive a fine for the home team's failure to comply with these conditions this fine will be on passed to the necessary home club.

## 3.4 Teams

### 3.4.1 Number of Players

The number of on-field and interchange players for each competition shall be determined by the Junior Football Operations – refer Appendix C

For AFL Canberra Junior Division 1 and 2 teams in the U14 and U16 age groups the following rules shall apply:

- There will be no restriction on the number of players eligible to play in teams in either Division. Clubs are expected however, to avoid excessive numbers in one division and strive to achieve as many teams as possible. They are also expected to balance player numbers between divisions.  
For example, if there are 30 players nominated for Division 1 and 16 for Division 2, clubs would be expected to nominate two (2) teams of around 23 players.
- The maximum number of players on the field for each team is eighteen (18). Interchange benches are expected to be managed so that all players play at least two (2) quarters of the game they are named in the team for.
- The Even Up Rule (Clause 3.10) shall apply in the event that one (or both) teams have/has less than eighteen (18) players.

Each Division 1 team may only have a maximum of ten (10), 16 years 6 months players. A team may only have a maximum of six 16 years 6 month players on the field at any one time during a game.

The officially appointed umpire will indicate to both Team Managers the team size for the match on that day, upon receiving Team Sheets from both Team Managers. The minimum number of players required for any competitive division is fourteen (14). Teams failing to field a team of at least fourteen (14) will forfeit the match.

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### 3.4.2 Team Lists

For each match, an official team sheet is to be created via the Footy Web process. Each player that is expected to play in the upcoming match is to be loaded into the Team Sheet. Each player is then to have a number assigned to them for the match. Each team is to have two (2) copies of their team sheet for each match. One copy is kept by the Team Manager and the second copy is given to the Field Umpire/s prior to or at half time for reference for their Best and Fairest votes and player reports, if any.

Alterations may be made to the original Team Sheet up until the end of half time interval. Players arriving late may take the field with the necessary changes made to the Team Sheet if required. No amendments may be made after the end of the half time interval.

Upon completing any match day changes to the Team Sheet the Team Manager is to sign the Team Sheet in recognition that all information provided on the sheet is correct. Penalties may apply if it is found incorrect information was supplied on the Team Sheet. Penalties may be financial to club/team or loss of premiership points to the team which has supplied the incorrect information. This penalty will be determined by Junior Football Operations.

Goals not listed on the team list at the time it is received by Junior Football Operations shall not be credited to a player's tally if subsequently disclosed.

Clubs providing incorrect Team Lists or incorrect goal lists may be fined \$20 per indiscretion. Clubs providing incorrect Team Lists may also be liable to lose the match concerned.

Any player who plays in a higher division on a given weekend before the lower Division is deemed ineligible for the lower Division unless approval is given by Junior Football Operations. If any player plays in the lower Division after playing in the higher Division, the match will be deemed a forfeit. This is all players in both Junior and Senior competitions, including any Junior player wishing to play with an U18's team (exceptions will be made in special circumstances upon written applications with AFL Canberra Junior Football Operations).

### 3.4.3 Junior Player Eligibility

- a) A junior player who has played nine (9) or more matches in a team competing in a higher grade shall be considered a permanent member of the higher grade team and will be ineligible to play with the team in the lower competition. If any junior player then plays in the lower grade after playing nine (9) or more in the higher grade, the match in the lower grade will be deemed a forfeit. This applies to both Home & Away and Finals matches.
- b) Where a club fields a team in both Division 1 and Division 2 of any grade, a Division 1 player cannot play in Division 2 when their team is scheduled a bye.

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The exception being if the player has played more Division 2 matches than Division 1 matches in the season to date.

Where a club has two (2) teams in the same division, when either of the teams has a bye, players are not permitted to play in the team that has a fixtured match. Players are required to remain in the team they played with in the Round before the bye.

### 3.4.4 Querying Opposition Player Eligibility

Should a team or club wish to query the eligibility of an opposition player they are to submit in writing a request for Junior Football Operations to follow up on the player/s eligibility in a team by 5.00pm Monday immediately following the game. Late submissions will not be accepted. Should any discrepancies be found, the matter will be dealt with at the discretion of Junior Football Operations in accordance with these Competition Rules. Clubs playing ineligible players may be fined up to \$500 as determined by the Junior Football Operations.

### 3.4.5 Team Assessment – Double Age Progression

Teams will be assessed on their performance over the first four rounds of the competition after which a decision will be made by AFL Canberra Junior Football Operations as to which division the team is best suited.

A team may be elevated to a higher division if it is deemed that their performance was superior for that division and was likely to cause an unbalanced competition in the lower division. In the event that a team is elevated to a higher division, the team will be positioned at the mid point of the ladder of the higher division and adopt the median points and percentage in that division.

A team may also be relegated to a lower division if it is obvious that the team is not coping with the level of competition in the higher division. In the event that a team is relegated to a lower division, the team will be positioned at the mid point of the ladder of the lower division and adopt the median points and percentage in that division.

Team elevations and relegations will only occur within the relevant age group (e.g. U12, U14 and U16).

### 3.4.6 Double Age Restricted List

Clubs nominating teams for Division 1 will be required to submit a Restricted Player List that includes ten (10) players of higher ability in the age group.

This requirement only applies to those clubs which have two or more teams in the one age group. Restricted List players are ineligible to play in a lower division.

Essentially the Restricted List should include the top (10) players in the age group. By way of guidance to clubs it would be expected that the list would include players who:

- Participate in AFL Canberra Development Squads
- Represent the ACT or NSW in PSSA or SSSA teams

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- Talented players who join teams from interstate at the beginning of or during the year and have not yet participated in ACT representative duties
- Other talented players who choose not to participate in representative activities.

Special exemptions will be considered if a club believes a player, who falls within the criteria for the restricted list player but whose date of birth puts him in the bottom half of the age group, should not play in Division 1. A special application outlining the reasons for seeking an exemption may be made to AFL Canberra Junior Football Operations to have players assessed.

All other players will be free to play in any division but will be subject to finals eligibility criteria.

### 3.4.7 Teams in the Same Age Division (U12 – U16)

- a) In the event that a club has more than one (1) team in an age division a Fixed Player List is used to manage the movement of players from one team to another team in the age group (“dropping” implies one team is better than the other).
- b) By a date determined by Junior Football Operations, a minimum of fourteen (14) names for each team must be submitted to AFL Canberra Junior Football Operations. These fourteen (14) players will make up the base number for each team. The remaining players available can play for either team, but once a player plays seven (7) or more games for any one team, they are then deemed to be a permanent part of that team.

### 3.4.8 Penalties

The success of the double age structure is dependent upon the cooperation of clubs. If, in the opinion of AFL Canberra Junior Football Operations, a club has not complied with the spirit of the By-Laws in relation to the double age structure, a penalty for the offending club, including the forfeiture of competition points and/or a financial penalty may be determined. No penalty shall be applied without the club involved having the opportunity to comment.

## 3.5 Uniforms

### 3.5.1 Uniform Design

New clubs shall be required to submit complete details of the proposed colour and design of its uniform to the Junior Football Operations for approval. Once approved, such club shall have exclusive rights to its uniform design.

Existing clubs must submit details of any proposed variations of their uniform design for approval by the Junior Football Operations before use.

### 3.5.2 Jumper Numbers

Players of each team must play in their club uniform as registered with AFL Canberra and wear numbers on the back of their jumpers corresponding to the numbers shown on the Team List. All numbers must be whole numbers between 1 and 99 inclusive. No two players

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or more within the same team are permitted to wear the same number.

### 3.5.3 Clash of Uniforms

Where a clash of colours exists in home and away matches, AFL Canberra will endeavour to supply the away team with an alternative uniform.

For the purpose of this rule the sole arbitrator on uniforms shall be the Board.

### 3.5.4 Lycra Shorts

Lycra or "bike" shorts may be worn under club shorts provided that they are of either a natural colour or the same colour as the club shorts.

### 3.5.5 Sponsor's Logos/Approved Suppliers

Jumpers worn by AFL Canberra clubs must have the AFL NSW/ACT logo on the right breast. Club jumpers and shorts with the AFL NSW/ACT logo may only be obtained from AFL Canberra's official suppliers

The policy on logos and their display will be set by Junior Football Operations who will also advise clubs on the requirements of sponsor logos on playing uniforms. These logos will be supplied to clubs by Junior Football Operations. Clubs will be required to comply with these requirements in order for AFL Canberra to satisfy its sponsorship requirements. Should a League sponsor conflict with a club's own sponsor it is up to the club to notify Junior Football Operations of the conflict. The club and Junior Football Operations will come to a satisfactory arrangement.

### 3.5.6 Inspection of Equipment

- a) No player shall be permitted to play in a match wearing apparel or protective equipment which may cause an injury to them or other players.
- b) All protective equipment must be approved for use by Junior Football Operations before its use.
- c) The Field Umpire/s may at their discretion inspect player's equipment either before or at any time during the match.
- d) Players who wear spectacles during matches and training must wear spectacles with plastic frames and plastic lenses and must be held on securely by a band.
- e) The wearing of aluminium football stops is not permitted. Boots should be inspected by Field Umpire or Team Managers prior to each match to check condition of the stops on all boots.

### 3.5.7 Mouth guards

Mouth guards are mandatory for all Junior matches from U10 to U16 Division 1. It is each team's responsibility to ensure their players are wearing mouth guards for each game.

### 3.5.8 Incorrect Uniforms

Where players take the field in incorrect uniforms, the club/s concerned may be fined \$5 for each instance up to a maximum of \$25 for any one match.

### 3.6 Club Officials

#### 3.6.1 Team Managers

Each club shall appoint a manager for each team it fields in the competition. It shall be the Team Manager's responsibility to ensure that all their team's players and officials comply with the requirements specified in these Competition Rules and with any request reasonable made by the umpires officiating in a match in which their team is participating.

It shall be the Team Manager's responsibility to ensure that a representative of the club waits on the umpires at the conclusion of each match to ascertain whether or not any reports of players or officials have arisen from the match or to receive the "all clear".

The home club Team Manager will be responsible for the ground arrangements and extra match paperwork for the day.

Umpires will be responsible for the following:

- Umpire Match Reports
- Best & Fairest vote form and envelope
- Goal Umpire match scorecards
- Match Day envelopes
- Umpire report if any are made

Team Managers will be responsible for the following:

- Team Sheets
- Club Report on Umpires
- Time Keepers card provided in Match Envelope

All clubs are to ensure that spare paperwork for all forms is available at all grounds.

The Team Manager should introduce him/herself to the umpires and officials of the visiting club on arrival and acquaint them with the ground facilities. Should the Team Manager be replaced during the day, the newly appointed person should inform both the umpires and visiting club of the change.

The following requirements are to be met for each match:

- a) Team Managers are to supply the umpires with a copy of their team list for the game prior to the end of the half time break or upon the request of the Field Umpire/s. Changes cannot be made to the Team Sheet after the end of the half time break.
- b) Duplicate team sheets are to be kept by each club for recording of goal kickers and best players and handed to the umpires at the end of the game.

At the end of each match the following should be put in the match day envelope:

- a) The completed team list from the umpires. Team Managers should ensure that each club has entered the quarter by quarter scores, best players and the goals scored by player in the appropriate position on their team lists. The tally of goals entered

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for players must equal the number goals scored by the respective teams.

- b) Timekeeper's cards from the time keepers.
- c) Umpire's official result card
- d) Sealed Best and Fairest votes – from the Umpire
- e) Goal Umpire's match result scorecard – from the Goal Umpires
- f) Umpire's players report form/s (if any) – from the Umpires
- g) Sealed club report on umpire (compulsory for Juniors)

At the end of the day the home Team Manager should collect from the umpires all paperwork and arrange to have it returned in the prescribed manner, to reach the AFL Canberra Junior Football Operations office no later than 4.00pm on the Monday following the game. Early deliveries can be placed in the locked letter box at the main entrance to Manuka Oval at any time over the weekend.

It is the home team's responsibility, not the umpires, to ensure the delivery of the match day envelope.

Yass and Goulburn teams should hand their results envelopes to the visiting team to return to Canberra by the specified time.

Failure to comply with this provision may result in a fine of \$25 and a further \$25 for each subsequent day the documents, in total, are not received by Junior Football Operations.

### 3.6.2 Team Runner

The sole duty of the official Team Runner/s is to deliver messages from the Coach to players of his/her team and then leave the field immediately having done so. Team Runner's are not to communicate to/with or engage opposition players. For all teams, Runners' names are to be provided on the Team Sheet.

The Team Runner must wear an iridescent green top with the club's name and/or the word "Runner" clearly marked on the back. The Runner must also wear iridescent green shorts/club shorts or tracksuit pants, which may be either black or green. Footwear must either be running shoes or football boots. Junior Football Operations may vary the uniform requirements for Runners when it deems necessary. Jeans are not permitted.

Suspended players or officials are not permitted to act as the official Team Runner.

Each team is permitted to use either one (1) or two (2) Runners. If a team uses two Runners, each Runner must enter and leave through the interchange area, with only one Runner being allowed on the field of play at any one time. If a club uses one Runner, he/she may operate directly from the bench.

Runners are not allowed inside the 50m arch at each end during kicks for goals or inside the centre square during the centre bounce.

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### 3.6.3 Water Carriers

Teams may have a maximum of four (4) persons (water carriers) to carry liquid refreshments to players. These personnel are to wear blue shirts and their names are to be provided on the Team Sheet. They will enter the field of play only when a major score is registered and will leave the field of play immediately on completion of their task. They will not act as Team Runners. They are to be no younger than 14 years of age. Either tracksuit pants or shorts are to be worn together with running shoes or football boots. Jeans are not permitted.

Water carriers are not allowed inside the 50m arch at each end during kicks for goals or inside the centre square during the centre bounce.

### 3.6.4 Umpire's Escorts

For each match, the home club must appoint a suitable person to ensure the safety of umpires (this can be the Runner). The umpire's escort is to escort the umpires:

- a) From their assembly point on the field to their change rooms at half time
- b) From their change rooms to the centre of the field after the half time break
- c) From their assembly point on the field to their change rooms at the conclusion of the match.

### 3.6.5 Time Keepers

Each club is to appoint a Time Keeper for each match. The Time Keepers are to perform the duties as set out in the AFL Laws of the Game or as otherwise specified by Junior Football Operations.

In the event of a dispute or disagreement between the two (2) Time Keepers, such a dispute shall be reported by the Field Umpire, at half time if the dispute occurs during the first half or at the conclusion of the match if it occurs during the second half. The Field Umpire/s shall report the matter to Junior Football Operations for attention.

In addition to performing time keeping duties, Time Keepers will be required to record the scores of each game in which they officiate.

The Field Umpire/s shall have the power to dispense with the services of either or both Time Keepers during a match, but must file a report with Junior Football Operations with the reasons for the dispensation.

### 3.6.6 Sports Trainers/Medical Support Staff

Each team is responsible to provide their own Sports Trainers/Medical Support Staff. These personnel are only permitted onto the field during play to attend to injured players or to provide players with water. They must not be used to deliver messages to players.

Trainers/Medical Support Staff for each team must be dressed in white shirts with either tracksuit pants or shorts. Jeans are not permitted. Runners or football boots must be worn.

## 3.7 Umpires

### 3.7.1 Umpire Appointments

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AFL Canberra will appoint official umpires to matches as available and the names of the appointed umpires will be provided by Junior Football Operations to clubs in advance of each round of matches.

All members of the umpire's panel must make themselves available to AFL Canberra for appointment as a Field, Boundary or Goal Umpire as required. All umpires must conform to the rules and arrangements of AFL Canberra and shall appear when called upon by the Junior Operations Committee, the Board and/or Tribunal.

Umpires should be at the ground no less than thirty (30) minutes before the official starting time of the match and must be on the field correctly attired at least five (5) minutes before such starting time.

Where two (2) Field Umpires are appointed and for some reason one (1) Field Umpire is unable to complete a match, the remaining Field Umpire may continue to control the match as a single umpire if another member of the current umpire's panel is not available to take the place of the unfit umpire.

If only a single umpire is appointed and that umpire is unable to continue for any reason and no other member of the current umpire's panel is available to act as a replacement, a suitable person acceptable to both Coaches may act as a substitute umpire for the remainder of the match. Any such substitute umpire shall for the period he or she acts, be considered to be a member of the current panel.

Should the official umpire/s be unable to continue and a substitute umpire is unavailable, further play in the match shall be abandoned and the matter referred to the Junior Football Operations for determination.

Time of abandonment, score at time of abandonment and reason for abandonment are to be recorded on the Club's Report on Umpire Form.

### 3.7.2 Club Umpires

Where AFL Canberra has not appointed official Field Umpires, it shall be the home club's responsibility to arrange for a substitute person or persons to umpire the match. Club Field Umpires are to be attired in a white shirt and white shorts.

Where official Goal and Boundary Umpires have not been appointed by AFL Canberra, each competing club must be prepared to provide suitable Goal and Boundary Umpires to officiate. Club Goal Umpires must be equipped with two (2) white flags and attired in a white coat and club Boundary Umpires must be attired in a white shirt and equipped with a suitable whistle.

Official Field Umpires shall have the power to overrule decisions by a club Goal and/or Boundary Umpires and remove them should they consider that such club umpires are not competent to carry out the required duties.

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Failure to comply with these Competition Rules may result in a fine of \$25 for each offence.

### 3.7.3 Umpire's Fees

The umpire's fees for the ensuing season shall be decided by Junior Football Operations.

### 3.7.4 Payment of Umpires

All appointed umpires are to sign the umpire's attendance slip on arrival at the ground and at the end of the days play it is to be collected and returned to Junior Football Operations with the match paperwork. Clubs will be invoiced for the appropriate fee based on actual attendance of umpires.

In the event of a match being cancelled other than because of forfeit, no payment shall be due to the affected umpires.

Substitute umpires will be entitled to payment.

### 3.7.5 Umpire's Match Report

At the conclusion of each match, the Field Umpire/s shall provide a report to Junior Football Operations on the prescribed Umpire's Match Report Form.

The Field Umpires shall also complete the Best and Fairest player voting slip, seal it in an envelope provided and place in the match day envelope.

For all competitions, where no AFL Canberra appointed umpire is present, then the club appointed umpire shall vote for the Best and Fairest vote. These votes are to be sealed in envelope provided and returned with all match paperwork to AFL Canberra Junior Football Operations.

Failure to comply with this rule may result in a fine of \$25.

### 3.7.6 Club Report on Umpires

To assist AFL Canberra in its' assessment of umpires, clubs may at their discretion, provide a report on the umpire/s performance to Junior Football Operations. Such report should be provided on the prescribed form, duly signed by the team Coach or Captain and forwarded with the match paperwork.

For all Junior competition matches, the completion of these forms by either Team Manager and/or Coach is compulsory.

### 3.7.7 Reporting of Players and Officials

Umpires shall report to Junior Football Operations any player or official who, during the progress of a match or within the oval on the day of the match, commits a reportable offence. The procedure for making and lodging such report shall be as specified by the Laws of the Game and by AFL Canberra Tribunal Rules.

In terms of Tribunal Rule 2.1, club (non-official) Field Umpires are permitted to report players – but club (non-official) Boundary and Goal Umpires are not permitted to do so.

**3.8 Codes of Conduct**

The team officials are to be conversant with the Code of Conduct for Coaches, Officials, Players, Parents, Supporters and Administrators – refer Appendix D. Team officials are to encourage and enforce this Code.

**3.9 Injury Treatment**

All clubs are to comply with the Infectious Diseases Policy (refer to Clause 4.3) as issued by Sports Medicine Australia, and as adopted by AFL NSW/ACT. Additionally, it is strongly recommended that all clubs have a copy of the Australian Dental Associations Dislodged Teeth Guidelines available at all games so that dislodged teeth can be preserved.

**3.10 Even Up Rule**

Where any U12 – U16 Division 1 team has less than 18 players on their team sheet the following will apply:

- 3.10.1 If a team does not have 14 of its own registered players, a scratch match will be played with the opposing team receiving a win by forfeit.
- 3.10.2 a) Where a team does not have a full eighteen (18) players, it must approach the opposing team and request that players be loaned to even-up numbers.
  - b) If the team requiring the players does not make this request, then the opposing team may take the field with an additional two (2) players (up to a maximum of eighteen (18) players).  
E.g. Team A has 15 players and does not make a request for players to be loaned, Team B may take the field with 17 players.
  - c) Where a team has requested players to be loaned and still takes the field with less than eighteen (18) players, the opposing team must also take the field with the same number of players.
  - d) Where a team approaches the opposing team and requests players to be loaned, it is compulsory for the opposing team to loan players.
  - e) Players on loan can be rotated back each quarter.
- 3.10.3 If a club requiring players does not have sufficient jumpers available, the Even Up rule will not apply.
- 3.10.4 Player send offs or injuries occurring during the game will not result in evening up of players.
- 3.10.5 The Even Up rules will not apply in finals.

Teams failing to comply with these rules will be subject to loss of points or a fine of \$25 per offence at the discretion of the Junior Football Operations.

**3.11 Mercy Rule**

For all U12 – U16 Division 1 matches, percentage on games with a margin of greater than 10 goals will be calculated as if the margin was 10 goals only.

E.g. Final Score	Team A	15 goals	10 behinds	100 points
	Team B	3 goals	4 behinds	22 points

Will be recorded for the purpose of percentage as:

Team A	13 goals	4 behinds	82 points
Team B	3 goals	4 behinds	22 points

The revised score will be published and goal kickers will be acknowledged.

The Mercy Rule will not apply during the finals series.

The purpose of this rule is to discourage Coaches from “burying teams” and chasing percentage. It fits with the philosophy of trying to develop the game and not discourage players.

**3.12 Child Protection – Working With Children Check**

Coaches, Managers and other team officials in charge of a junior team must complete and return to their club a “Working with Children Check” prior to them taking any position with the team.

**3.13 Head Count Rule**

The Captain or Acting Captain of a team may at any time during a match request that the Field Umpire count the number of players of the opposing team who are on the playing field. Where such a request is made the Field Umpire shall stop play at the first available opportunity and call into line within the centre square the players of both teams who are at the time on the playing field and count the number of players.

3.13.1 Where a team has more than the permitted number of players on the playing field the following shall apply:

- a) A Field Umpire shall instruct both Goal Umpires to record the scores of both teams at the time of the player count and score for the offending team to be reduced to zero.
- b) A Field Umpire shall award a free kick to the Captain or Acting Captain of the opposing team which shall be taken in the centre circle or where play was stopped, whichever is the greater penalty against the offending team.
- c) A fifty (50) metre penalty shall then be imposed from the position where the free kick was awarded and
- d) The Field Umpire as soon as practical after the match, report to Junior Football Operations that a request has been made to count the number of players in a team and the number of players actually counted.

3.13.2 Where a count reveals that the opposing team has the permitted number of players on the playing field, the following shall apply:

- a) A Field Umpire shall award a free kick to the Captain or Acting Captain of the opposing team which shall be taken at the centre circle or where play was stopped, whichever is the greater penalty against the offending team.
- b) A fifty metre penalty shall then be imposed from the position where the free kick was awarded and
- c) If a Field Umpire is of the opinion that the request was made primarily to delay play or such request did not have sufficient merit, the Field Umpire shall report the player who requested the count for time wasting and send the offending player from the playing field for the remainder of the match.

**3.13 50 Metre Rule**

For all Junior U12 and below games, umpires will apply a 20m rule and not 50m unless a reportable offence has occurred. In cases of reportable offence, then the 50m rule will apply.

**PART 4 – LAWS AND POLICY**

**4.1 Laws of the Game**

Except where otherwise noted in these Competition Rules, AFL Canberra competition matches shall be played under the Laws of Australian Football as laid down by the Australian Football League. The Board may alter, vary, delete or add to these Rules.

Youth Girls will be played under the Laws of Australian Football as modified by AFL Canberra. Matches for U11 and below will be played under the AFL Auskick Rules Policy as modified by AFL Canberra.

**4.2 Order Off Rule**

The following Order Off Laws shall be applied in all AFL Canberra Junior matches.

A player who is reported by a Field Umpire/s for a breach of the laws of the game shall be ordered from the field for a period of fifteen (15) minutes. The umpire will notify the team Captain of the send off.

At the discretion of the Field Umpire, a player may be ordered from the field for a period of fifteen (15) minutes or the remainder of the game, if it is deemed warranted and not be reported. Umpires will notify all ordered off players on match paperwork for reference.

A player who is reported by a Field Umpire/s for a breach of the Laws of the Game twice in the same match for separate incidents, or who is reported for a serious breach (as listed below) shall be ordered from the field for the remainder of the match.

Serious breaches are defined as where a player or official:

- Intentionally, recklessly or negligently makes contact with or strikes an umpire.
- Attempts to make contact with or strike an umpire.
- Behaves in an abusive, insulting, threatening or obscene manner towards or in relation to an umpire.
- Intentionally, recklessly or negligently kicks another person.
- Commits an act of misconduct – if the umpire is of the opinion that the act constituting misconduct is serious in nature.

In all instances, a player ordered off shall leave the playing area immediately through the interchange area and cannot be replaced. In the case of a fifteen minute send off, the interchange steward/time keeper/s shall indicate when the player is permitted to resume playing.

For the purpose of this rule, a fifteen minute send-off will result in the player concerned remaining off the field for a flat period of fifteen minutes excluding breaks between quarters. E.g. a player sent off five (5) minutes before half time would be permitted to resume playing ten (10) minutes after the third quarter commenced.

#### **4.3 Infectious Disease Policy**

All AFL Canberra clubs are to comply with the AFL NSW/ACT Code of Practice for infectious diseases (HIV and Hepatitis B) as follows:

- a) Clubs should strongly recommend to all players and officials that they be vaccinated against Hepatitis B.
- b) Clubs should ensure that their dressing rooms are clean and tidy, with particular attention to hand basins, toilets and showers. Spitting and/or urinating in the team areas must not be permitted.
- c) Trainers are to be instructed to wipe all blood away from player's faces or limbs if they have been injured.
- d) Soiled towels should be discarded and clean towels should be available to avoid re-using or sharing of bloodied material. Appropriate containers need to be accessible for storing soiled towels.
- e) Jumpers soiled with blood should be changed at the earliest opportunity.
- f) Trainers should wear protective gloves when dealing with bleeding wounds.
- g) Players with wounds that are bleeding profusely are to leave the field for treatment and will not be permitted to return until the bleeding has stopped and the wound is adequately covered.

Field Umpires who observe a bleeding player are empowered to stop play and send a player from the field for treatment if in their opinion such action is warranted. Such player shall leave the field immediately through the interchange area. The replacement player may enter the field of play while the bleeding player is in the process of leaving the field and should do so through the interchange area also. The Umpire shall wait until the replacement player has reached his position on the field before restarting play. If there is any undue delay in the replacement player entering the field of play, the Umpire may restart play at his/her discretion.

Clubs should also refer to the accompanying document – Sports Medicine Australia, Infectious Disease Policy.

#### **4.4 Smoke Free**

At all Auskick to U16 Division 1 grade games, no person acting in an official capacity, either playing or non-playing, is permitted to smoke while inside the playing arena during the match or inside the change rooms while a match is in progress. Team officials should encourage spectators to observe this policy.

#### **4.5 Racial and Religious Vilification Policy**

AFL Canberra adheres to the Australian Football League's Racial Vilification Policy as per Appendix E to these By-Laws.

#### **4.6 Code of Conduct**

Clubs are required to adhere to the Code of Conduct as per Appendix D to these Competition Rules. Clubs are required to ensure that all club members receive a copy of the Code of Conduct.

#### **4.7 Loss of Points**

Where a team loses a match through violation of the rules, the competition points for the match concerned shall be credited to the opposing team. Points scored for and against each team and goals kicked by players shall be credited in the normal manner.

**PART 5 – DISCIPLINARY PROCEDURES**

**5.1 Independent Dispute Tribunal / Appeals**

**5.1.1 Appointment and Role of the Disputes Tribunal**

A panel of independent Tribunal members shall be appointed annually by the Board. The Independent Tribunal shall investigate the following in accordance with AFL Canberra Tribunal Rules.

- a) Reports by umpires against players and/or officials participating in AFL Canberra Competitions, pre-season or practice matches and;
- b) Such other matters (including citing by clubs) as may be referred to it by Football Operations.

**5.1.2 Appointment and Roles of the Appeals Board**

A panel of independent Appeals Board members shall be appointed annually by the Board. The Appeals Board shall investigate the following in accordance with AFL Canberra Tribunal Rules.

- a) Hear appeals from decisions from the permit and match committee and dispute tribunal.

Both the Tribunal and Appeals Board will apply to Junior and Senior football. For a Disputes Tribunal and Appeals Board to sit there must be a minimum of two (2) members in attendance.

**DISPUTES TRIBUNAL HEARINGS**

**5.2 Reports by Umpires**

The handling of a copy of a report under the Laws to a club representative at the conclusion of the match shall constitute notice that the report by the umpire will be dealt with by the Disputes Tribunal at a hearing commencing at 5.30pm on the Tuesday following the match. If no club representative attends the umpire's room as required by the Laws, any notice given by Junior Football Operations to a club official shall be deemed sufficient notice of the hearing.

Reported players and/or officials and reporting umpires are required to attend the Tribunal Hearing. A representative of the reported person's club is required to contact Junior Football Operations by midday of the first working day after the match to confirm their attendance at the hearing.

The procedures to be followed should a reported person be unable to attend the hearing are set out in the AFL Canberra Tribunal Rules and must be adhered to.

Should the umpire be unable to attend, Junior Football Operations may defer the hearing in which case the reported player or official may continue to play or act until such time as the hearing is held.

**5.3 Tribunal Procedure**

Players and umpires may be supported by an advocate/representative. This advocate may not have a legal background or qualifications

1. Parties assemble in the presence of the Tribunal and the charge against the reported player is read out.

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2. The reported player pleads guilty or not guilty to the charge.
3. All available video is shown to the Tribunal Panel and all parties. Any video evidence must be delivered to AFL Canberra Junior Football Operations no later than 12.00pm on the Tuesday immediately following the match.
4. The Umpire is then asked to elaborate on his report and may be questioned by the Player's Advocate, The Chairman and members of the Tribunal may also ask questions as they desire. The Umpire may then be excused.
5. The reported player is then asked to give his explanation of the incident. He may be questioned by the Tribunal Chairman or members and/or his advocate.
6. After all the evidence has been provided the Player's Advocate will plead his case in a summary to the Tribunal.

All parties other than the Tribunal Panel leave the room while the Tribunal considers its findings

### **5.4 Citing by Clubs**

A club or Umpires Control Board or a designated official of the Board may cite a player and/or official of a Club alleging a breach of the Laws of the Game or of these Rules. Where a club wishes to lodge a complaint against a player or official for an "on field" offence (a citing), citation under this Rule must be lodged in writing with Football Operations no later than midday on the second business day after the match in which the alleged offence occurred.

The citation must:

- a) state the terms of the alleged offence
- b) describe the incident like manner to that required of an officiating umpire
- c) be accompanied by any video evidence that will be relied upon
- d) be accompanied by a list of names, address and telephone numbers of any witnesses
- e) be accompanied by a deposit of \$250, which will only be refunded if the charge is found proven by the Disputes Tribunal.

Junior Football Operations shall decide whether or not the matter should be referred to the Independent Tribunal. The person against whom such a complaint is lodged will be notified in writing of his rights and the procedures to be followed for the investigation. Each of the clubs concerned will receive a copy of such correspondence.

Note: The spirit of the By-Law is to provide a means for the investigation of serious incidents which occur behind the play or which go unnoticed by the Umpires.

### **5.5 Video Evidence**

Any club wishing to use video evidence must seek approval by providing a copy of the incident on video to AFL Canberra Football Operations by 12pm on the Tuesday following the match. Unless this approval is given, clubs will not be permitted to use video evidence.

## **5.6 Investigations**

### **5.6.1 Power to Investigate**

- a) AFL Canberra Football Operations will nominate a person to act to investigate any matter which he/she considers relevant to whether or not a person may have committed a Reportable Offence.
- b) Without limiting the powers and discretions conferred upon AFL Canberra Football Operations, its nominee may investigate any matter:
  - (i) of its own motion; or
  - (ii) on the basis of video evidence; or
  - (iii) upon the written request of an Authorised Officer of a Club

### **5.6.2 Cooperation**

For the purpose of conducting an investigation under the Rule all persons shall, upon request by the investigating officer

- a) fully cooperate
- b) truthfully answer all questions
- c) provide any document in that person's possession or control as requested

### **5.6.3 Failure to Cooperate**

A person who fails to observe and comply with the investigation or who provides any information or has acted in a manner which is in any respect false or misleading or likely to mislead, shall be deemed to have been involved in conduct which is unbecoming or prejudicial to the interests of the AFL Canberra and shall be liable to a sanction as determined by AFL Canberra Junior Football Operations in its absolute discretion.

### **5.6.4 Interpretation**

The nominated investigating officer may report such person and refer the matter to the Tribunal for hearing and determination by the Tribunal. The person who has been reported will be notified in writing of the charge laid against him and the date and time for the hearing and determination of the charge by the Tribunal.

## **5.7 Board May Declare What Is An Offence**

The Board may by resolution from time to time declare any acts or omissions by clubs and players, not specifically stated in these Rules, to be offences under the se Rules and may also determine the penalty for such offences; provided that no such penalty shall be imposed until a circular setting out the offences so declare and the penalties for which have been sent by Junior Football Operations to each club.

## **5.8 Disputes Tribunal Procedures and Penalties**

5.8.1 Reports, charges or protests under these By-Laws shall be heard by the Disputes Tribunal in the manner provided by this part as soon as practicable under arrangements made with the chairman, or in his absence, a Deputy Chairman of that Tribunal.

5.8.2 Except as otherwise provided by these By-Laws, all reports or charges under the Laws of the Game or these By-Laws shall be dealt with by the Disputes Tribunal which may impose a fine not exceeding \$1000 or, in the case of a player, such fine and/or suspension as the Tribunal deems fit.

**5.9 Notice of Hearing of Reports under the Laws of the Game**

5.9.1 The handling of a copy of a report under the Laws to a club representative at the conclusion of the match shall constitute notice that the report by the umpire will be dealt with the Disputes Tribunal at a hearing commencing at 5.30pm on the Wednesday following the match. If no club representative attends the umpire's room as required by the Laws, any notice given by Football Operations to a club official shall be deemed sufficient notice of hearing.

5.9.2 The Chairman or, in his absence, a Deputy Chairman of the Disputes Tribunal may decide, in exceptional circumstances, that a report shall be heard at a later date or time of which Football Operations shall give at least 24 hours notice by oral or written means to all parties to the hearing.

**5.10 Notice of Hearing of Other Matters**

As soon as practicable after the receipt of notice of any dispute, complaint or citation, Junior Football Operations will cause the body required to hear such matter to convene and will give at least 72 hours notice of the hearing to all parties concerned.

**5.11 Notice of Hearing Resumption**

If any Body hearing a matter adjourns the matter indefinitely, Junior Football Operations shall give at least 72 hours notice to all parties of the date, time and place of such a hearing or of the resumption of the hearing.

**5.12 Lodgment of Protest or Appeal**

When:

- a) a club reports an infringement of the Laws of the Game or these By-Laws
- b) a club appeals against the registration of a player with another club
- c) a club or a player refers a contract dispute for arbitration

The club or player must lodge a deposit of \$250 with Junior Football Operations. After the Body hearing the matter has given its decision, the Body may order the deposit to be refunded if:

- a) the matter is decided in favour of the club or player bringing the matter to the Body and
- b) the Body also decided that the protest or appeal was not frivolous or vexatious.

**5.13 Representation at Hearings**

A party concerned in a matter may appear at the hearing together with the representative provided that the representative must not be a person who has at any time qualified to practice as a barrister and/or solicitor.

**5.14 Adjournment of Hearing**

In the event of a reported player seeking and being granted an adjournment of any report against him/her, and adjournment granted must be conditional upon the reported player not being eligible to participate in any match under the control of the Board until this report has been finally determined.

**5.15 Witnesses and Evidence Before Disputes Tribunal**

5.15.1 The Disputes Tribunal, or the parties concerned in the matter before it with the consent of the Tribunal, may summon any person whose

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evidence may be material to appear and give evidence at the hearing. A witness summoned by the Disputes Tribunal shall be given at least 72 hours notice of the hearing at which he is required to appear.

5.15.2 In the event of video evidence being available to the Disputes Tribunal from any source:

- a) Junior Football Operations will inform the parties and club concerned if video taped evidence will be used in the hearing. Parties and clubs involved in any hearing will then be given the opportunity to view the video evidence at an agreed time prior to the hearing.
- b) The video evidence will be used during the hearing as the Tribunal directs and
- c) The Tribunal members may view the video of the incident whilst determining the report.

### **5.16 Failing to Appear**

5.16.1 If a person is required by these By-Laws to appear or is given notice to appear at a hearing, the matter may be heard and determined even if the person does not appear.

5.16.2 A player or umpire who fails to attend a hearing before the Disputes Tribunal as required by these By-Laws or after due notice has been given shall be dealt with as the Tribunal deems fit.

5.16.3 A person summoned as a witness by the Disputes Tribunal who fails to attend a hearing before it, after due notice has been given shall, if subject to the control of the Board, to be dealt with as the Tribunal deems fit.

### **5.17 Conduct at Hearing**

All persons appearing at a hearing of any body established by the Board shall abide by any ruling given by the Chairman for the time being of the body concerned.

### **5.18 Lodging An Appeal with the Appeals Board**

5.18.1 A person may appeal to the Appeals Board from a decision of the Permit and Match Committee or the Disputes Tribunal if the person is aggrieved by the decision and is able to produce evidence that was not available when the decision was made.

5.18.2 A notice of appeal from a decision of the Permit and Match Committee must be lodged with Junior Football Operations in writing or email within fourteen (14) days of the decision being made.

5.18.3 A notice of appeal from a decision of the Disputes Tribunal must be lodged with Junior Football Operations in writing or email within 24 hours of the decision being made.

5.18.4 No person bound by the AFL Canberra Ltd Constitution or these By-Laws shall take any appellate action other than pursuant to Rule 5.16.1

**5.19 No Extension of Time**

No extension of time will be granted for lodging an appeal from decisions of the relevant Permit and Match Committee or Disputes Tribunal.

**5.20 Appeal Bond**

A bond of \$1000 payable to AFL Canberra must accompany a Notice of Appeal. An appeal cannot be lodged and cannot be heard by the Appeals Board if the bond does not accompany the Notice of Appeal. An appeal bond is refundable by AFL Canberra only if the Appeals Board orders its refund on the sole ground that the appellant's prospects of success before the Board were at the time of lodgment of the Notice of Appeal sufficiently meritorious to justify the lodging of the appeal.

**5.21 Appeal Board Convening and Decisions**

5.21.1 Junior Football Operations, as soon as practicable upon receiving the written Notice of Appeal and appeal bond, shall cause an Appeals Board to be convened and shall inform each member of the Appeals Board of that notice and bond.

5.21.2 The members of the Appeals Board shall convene the matter as soon as practicable so a minimum number of members is available to sit and shall elect one of their members to be the presiding member.

5.21.3 Questions arising at the Appeals Board shall be determined by a majority of the votes of members present and voting.

5.21.4 The presiding member shall have a deliberative vote and in the event of an equality of votes, has a casting vote.

5.21.5 The Appeals Board may, subject to this By-Law, regulate the conduct of its proceedings in such manner as it believes the circumstances warrant and which allow the Board, in its opinion, to most efficiently, effectively and fairly determine the matter/s before it.

5.21.6 The Appeals Board will come to a decision and make the decision in the most effective, efficient and fair manner it considers appropriate that shall permit it to convey its decision and reasons in writing or by email to Junior Football Operations after a decision is made.

**5.22 Appeals In Urgent Matters**

Where an appellant believes that a matter is urgent, reasons to support that belief shall be notified with the written Notice of Appeal and delivered to Junior Football Operations in the manner provided by these By-Laws. The onus of satisfying the members of the Appeals Board that matter is urgent rests with the appellant.

**5.23 Decisions of the Appeals Board**

5.23.1 An appeals Board may:

- a) confirm the decision the subject of the appeal
- b) vary the decision in parts
- c) set aside the decision and make a decision in substitution for it so long as the Appeals Board decision is one lawfully capable of being made by the original decision maker.

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5.23.2 A decision made by the Appeals Board takes effect at the time at which the original decision was made

5.23.3 Nothing in these Rules prohibits the Appeals Board from adjourning a matter so that parties might mediate, arbitrate or resolve their dispute in any manner approved by the Appeals Board

### **5.24 Penalties**

Where no specific fine or penalty is prescribed in these By-Laws, a fine not exceeding \$200 may be imposed where an offence is found proven.

**PART 6 – FINALS**

**6.1 Finals Arrangements**

**6.1.1 Match Conditions**

Finals matches in each grade of competition shall be played in the manner set out in AFL Canberra Junior Football Operations.

Match conditions and duration of play in all grades shall be the same as for home and away matches unless otherwise advised by AFL Canberra Junior Football Operations.

The top four (4) placed teams at the end of the Home and Away Season on each competition's premiership ladder shall contest the finals series for that competition. The Finals Series shall be made up of the following matches

- Week 1: First Semi Final – to be played between the teams finishing third and fourth on the Premiership Ladder
- Week 1: Second Semi Final – to be played between the teams finishing first and second on the Premiership Ladder
- Week 2: Preliminary Final – to be played between the winner of the First Semi Final and the loser of the Second Semi Final
- Week 3: Grand Final.- to be played between the winner of the Second Semi Final and the winner of the Preliminary Final

**6.1.2 Drawn Finals**

In the event of a drawn game in any finals matches the following conditions shall apply:

- a) Goal Umpires will confirm the scores confirming that there is indeed a draw.
- b) Field Umpire/s will recommence the game for a period duration of ten (10) minutes. (five minutes each way).
- c) The siren will sound at the end of five minutes, the teams will immediately change ends and a further five minutes is played.
- d) If the game is still drawn after the second five minutes of play, play will continue until the first score.
- e) At no stage during before or during extra time are coaches permitted to address players.
- f) There will be no time-out added in extra time

**6.1.3 Umpires**

AFL Canberra Junior Football Operations shall appoint Field Umpires only for the Semi Finals, the two teams participating in the semi finals are to each provide one (1) Goal and one (1) Boundary Umpire for the match.

For the Preliminary and Grand Finals Junior Football Operations will appoint official Field, Goal and Boundary Umpires for all age groups and divisions. Should umpire numbers be insufficient for this to be possible the teams participating in the match will be required to supply the necessary umpire/s.

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For AFL Canberra Junior matches Emergency Umpires appointed to officiate in finals matches shall have the power to order players from the field as well as the ability to report players in the normal manner.

### 6.1.4 Conditions of Eligibility for Finals

- a) Any Junior player playing in an AFL Canberra Junior Division (U12 – U16 Div 1) must play a minimum of five (5) home and away matches in a team to be eligible to play in finals matches in that team.
- b) Two teams in the same age group – if a player plays five (5) or more games in a higher division, he/she must play nine (9) games in the lower division to be eligible to play finals in the lower division team.
- c) A player on the Restricted List shall not be eligible to play in a lower division in the same age group.
- d) A player who has played in a team in a finals series match shall not be eligible to play in another team or same age group on the same weekend.
- e) Any player who plays five (5) or more games in a higher grade than U16 (e.g. U18, Reserves and Seniors) must play nine (9) games down in the U16 competition to qualify for the AFL Canberra Junior Finals.

### 6.1.5 Number of Games per Weekend

A player is only permitted to play in one finals match on any given weekend.

## 6.2 Player Eligibility

Any player who has played in a total of nine (9) or more home and away matches of a higher grade or grades shall not be eligible to play final matches in a lower grade. Junior matches will be ranked from U16 Division 1 down to U12.

## 6.3 Club Eligibility

If any club is financially in arrears to AFL Canberra at a period of seven (7) days prior to the first semi final, teams of such club shall be ineligible to compete in finals series matches. In the event that this occurs, teams placed next on the respective competition table shall fill the place of the ineligible team and so forth.

For the purposes of the Rule, clubs which are under a financial management scheme of arrangements with Junior Football Operations and are up to date with all payments under that scheme, shall be considered financial.

## 6.4 Provision of Officials

During finals series matches, non-competing clubs may be rostered to provide personnel to assist with ground management tasks such as gatekeepers, interchange steward and scoreboard attendants.

## 6.5 Catering Rights for Finals

Junior Football Operations may charge a fee for the catering rights and will have the authority to limit the prices of any articles it thinks fit. If a fee is to be charged the Junior Football Operations shall determine the fee at the commencement of the season.

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The catering club shall have sole responsibility for the supply of food and drinks. No products which conflict with AFL Canberra sponsors products are to be supplied. Catering rights for Junior finals matches will be allocated to clubs as selected by Junior Football Operations.

### 6.6 Venue Selection

Junior Football Operations shall determine the venues for finals series matches. Factors which will be taken into consideration in the selection of grounds include location, condition of the playing surface and facilities, ability to charge admission, catering rights, cost and any special circumstances which may exist at the time.

### 6.7 Commencement Times of Finals

Unless otherwise decided by AFL Canberra Junior Football Operations, the commencement time of final matches shall be:

Division	Grand Final	Other Finals
AFL Canberra Junior Division U16 Division 1	1.30pm	1.00pm
AFL Canberra Junior Division U16 Division 2	11.15am	11.05am
AFL Canberra Junior Division U14 Division 1	9.00am	9.15am
AFL Canberra Junior Division U14 Division 2	11.15am	11.05am
AFL Canberra Junior Division U12	9.00am	9.15am
AFL Canberra Youth Girls Division	As notified	As notified

Note: U12 and U14 Division 2 Semi Final and Preliminary Final times are to be confirmed subject to ground availability

**PART 7 – REPRESENTATIVE FOOTBALL**

**7.1 Participation**

AFL Canberra Representative Teams shall participate in inter-league matches as directed by the AFL Canberra Board.

AFL Canberra shall have first call on the services of all players for its matches. Any player who does not make himself available or declines selection, the JOC or AFL Canberra Board may suspend the player for two (2) club competition matches subsequent to the representative match concerned.

Any player who declares himself unavailable because of injury or illness must be prepared to undergo a medical examination by a doctor of AFL Canberra's choice.

Any player who fails to attend scheduled representative training session of which he has been properly notified must tender an explanation to Junior Football Operations. If, in the opinion of Junior Football Operations the player's explanation is unacceptable, such player may be dealt with as the JOC sees fit.

Except in exceptional circumstances as approved by Junior Football Operations, players selected in a representative team will not be permitted to play with their club on the same weekend of the representative match concerned. Any player who takes part in a match in violation of this Rule shall be liable for further disqualification. The team with which he played shall lose any premiership points gained and his club may be fined up to \$250.

**7.2 Venue Selection**

Where the Board schedules a representative match to be played in Canberra, Junior Football Operations shall select a venue taking into consideration that standard of playing surfaces and facilities, ground hire costs and the ability to charge admission.

Junior Football Operations may allocate catering rights to any club which is prepared to undertake all ground management duties for the fixture. Any gate takings will be used by Junior Football Operations to offset staging costs.

**7.3 Misconduct by Representative Team Players and or Officials**

All players and/or officials accompanying representative team from the ACT shall conduct themselves in accordance with the Codes of Conduct and manner acceptable to the JOC and the Board. If any report against a player is submitted and upheld with the Disputes Tribunal, the player shall be disqualified from playing in at least two (2) home and away matches and the Tribunal may impose such other additional penalty or fine as it sees fit. Any report against an official will be handled by the Tribunal, who may impose penalties as they see fit.

**PART 8 – AWARDS**

Each season Junior Football Operations shall arrange for the presentation of the following awards:

- 8.1 Club of the Year – Prime Minister’s Trophy** (Donated by the Collingwood supporter’s group)  
A Perpetual Trophy shall be awarded to the AFL Canberra Junior Division Club that performs best across all grades of their respective competitions. Points will be accrued on the basis of on-field results and Club administrative completed tasks.

The club which wins the club of the year in each season in accordance with these Rules shall hold the Prime Minister’s Trophy until the conclusion of the Home and Away matches in the following season.

The winner of the Prime Minister’s Trophy shall be determined by the Junior Operations Committee.

- 8.2 Gary Matheson Memorial Award**  
This Trophy was donated by the family of the late Gary Matheson, in memory of the invaluable service he gave for many years to junior football in the ACT and region. Clubs nominate prospective recipients taking into consideration a junior player or club person who has overcome personal adversity to achieve his/her maximum potential through persistence, commitment and courage.

The winner of the Gary Matheson Memorial trophy shall be determined by the Junior Operations Committee.

- 8.3 Joe McDonald Memorial Trophy**  
This trophy was donated in 1979 by Jim Johnson, the then State Director of Coaching in memory of former ACTAFJL Life Member Joe McDonald. Joe McDonald moved to Canberra in 1957 and became interested in junior football when his sons began to play for Eastlake Juniors in 1958. From 1960 he took an active role in the Executive of the Junior League being Secretary in 1960 and Assistant Secretary in 1961 and 1962. He was again Assist Secretary in 1967/68 and then Records Secretary in 1968, 1969, 1970 and 1971. Joe McDonald was also Chairman of the Disciplinary Tribunal in 1972 and 1973.

Joe McDonald was always willing to help with any tasks the League offered him including serving on various subcommittees over the years. He was Manager of the Shell Cup Team in 1962, 1967 and 1968.

Joe McDonald was also a Life Member of the Eastlake Football Club and worked for the advancement of junior football for a period of 15 years up until his death in 1973.

Clubs nominate a prospective recipient with whom they feel deserves recognition for their contribution to junior football. This trophy is awarded at the discretion of AFL Canberra Junior Operations Committee as a special trophy, to a Junior Player or Official.

**8.4 Alan Phillips Memorial Trophy**

This trophy was established by the Junior Operations Committee in 2008 in honour of the late Alan Phillips, AFL Canberra Life Member. His contribution to AFL in Canberra included playing with Belconnen and then becoming Treasurer of the Club. Alan was also a member of the AFL Canberra Board.

This Memorial Trophy was established to recognise the contribution of a player who whilst playing is also giving back to the game or their club off the field as well.

**8.5 Best and Fairest Players**

A trophy will be presented each year to the Best and Fairest player in each grade of competition. The trophies shall be known as:

AFL Canberra Junior U16 Division 1	-	Geoff Bartley Trophy
AFL Canberra Junior U16 Division 2	-	Peter McGregor Trophy
AFL Canberra Junior U14 Division 1	-	Geoff Smith Trophy
AFL Canberra Junior U14 Division 2	-	Joe Flaherty Trophy
AFL Canberra Junior U12	-	Ian Bayles Trophy

The winners of the Best and Fairest Trophies shall be determined by votes cast by the field umpires on a 3-2-1 basis for the best, second best and third best players in each Home and Away match. At the conclusion of each match, such votes shall be sealed in an envelope by the field Umpire/s for forwarding to AFL Canberra Junior Football Operations.

In the event that two or more players have been awarded the same number of votes at the end of the Home and Away season, no count back shall be applied and the players concerned will be declared joint winners and each will be awarded a Best and Fairest Trophy.

Should a player be found guilty of an offence arising out of competition match during the current home and away season for which Best and Fairest votes are cast by umpires, they shall be ineligible to receive any AFL Canberra Best and Fairest Award.

**8.6 Premiership Awards**

A perpetual Premiership Trophy shall be presented to the winning club in the Grand Final of each grade of competition. The winning clubs shall have their name inscribed on the premiership trophies, which they retain for the ensuing year. In the Junior Divisions winners and runners-up will receive medallions.

**8.7 Best Player in Grand Final**

The Best Player in the Grand Final of each grade of competition shall be presented with the following awards at the conclusion of the match. In each case votes cast by the Field Umpires, or a person/s appointed by Junior Football Operations, will decide the winning player in each respective grade.

AFL Canberra Junior Division U16 Div 1	-	JP Keegan Medal
AFL Canberra Junior Division U16 Div 2	-	JP Keegan Medal
AFL Canberra Junior Division U14 Div 1	-	JP Keegan Medal
AFL Canberra Junior Division U14 Div 2	-	JP Keegan Medal
AFL Canberra Junior Division U12	-	JP Keegan Medal

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The JP Keegan Medal was named in honour of 1960 AFL Canberra Life Member, James Patrick Keegan. Introduced to Australian Football by Alan (Ginty) Stevens, Ginty also gave him his first pair of football boots – they were army boots. JP Keegan played in the Ainslie Juniors in 1946 and 1947 and was selected in the School Boy Carnival Side which went to Melbourne in 1947. He then played intermediate and senior football for Ainslie until 1955 when he retired due to injury.

JP Keegan first took an interest in junior football administration in 1953 due to the influence of Bruce Whatman who was then becoming interested in junior coaching. He first managed Junior teams at Turner and then followed the teams in which his sons played.

JP Keegan was a delegate from Ainslie to the Junior League from 1955 and at various stages was Publicity Officer, Secretary and Vice President, he was elected President in 1960 and served for three years in this capacity.

One of the League's aims was to introduce Australian Football into the schools and during the time JP Keegan was President, good ground was gained with the introduction of the annual School Boys Carnivals. These Carnivals grew and certainly gave more boys the opportunity to sample Australian Football.

**PART 9 – ADMINISTRATION AND FINANCE**

**9.1 Junior Football Operations**

AFL Canberra Board appointed staff comprising of the General Manager, Senior Football Operations Manager and Junior Football operations Manager shall control the day to day operations of the AFL Canberra competitions.

**9.2 Club Meetings**

AFL Canberra Junior Football Operations and the Junior Operations Committee may hold meetings with clubs from time to time.

**9.3 Attendance at meetings**

Each club is required to have at least one representative in attendance at scheduled meetings for which notice has been properly given. Non attendance of any club may result in a fine of \$50.

**9.4 Fees**

AFL Canberra Junior Football Operations shall prepare a detailed budget each season taking into account all known and projected income and expenditure items.

AFL Canberra Junior clubs shall be levied an annual affiliation fee, which will be used to offset the operational costs of the respective competitions. Affiliation fees and other relevant charges will be invoiced to clubs either on an annual or monthly basis.

Clubs have a 30 day 'questioning period' in which to consult Junior Football Operations regarding an invoice received from AFL Canberra. Queries after this 30 day period will not be accepted and the club will be expected to pay the full amount invoiced.

**9.5 Fines**

Where a club, player, official or umpire has been fined by AFL Canberra or incurs an automatic fine, such fine shall be paid within fourteen (14) days of notification of the penalty except where otherwise specified.

Where a fine has not been paid, the player's or official's club or in the case of an umpire, the Umpires Association, shall be responsible to pay the fine to Junior Football Operations.

**9.6 Outstanding Accounts**

9.6.1 Any club which is in arrears to AFL Canberra for a period in excess of sixty (60) days shall be ineligible to receive any competition points which may be accrued by its teams, from that point in time until the overdue amount has been paid.

9.6.2 Where extenuating circumstances exist, Junior Football Operations may at its discretion, place a club on a financial scheme of arrangements for the repayment of outstanding accounts. Any club operating under such an arrangement shall be considered to be financial with AFL Canberra provided that it is up to date with all payments specified by the scheme and for the current year.

**9.7 Dishonoured Cheques**

Any club, which pays an account to AFL Canberra by an instrument, which is not honoured by their bank or other institution upon presentation, shall automatically be fined \$50 on each occasion plus any bank costs incurred will be invoiced to the club.

**9.8 Insurance**

AFL Canberra undertakes a limited coverage of insurance with the AFL nominated insurers, JLT Sport Insurance. The charges for this insurance coverage will be invoiced to clubs on an annual basis. Each member should check insurance levels and if required, take out extra coverage. Each club should ensure they have adequate levels of insurance – public and products liability, association liability, personal accident and non-Medicare medical as required.

**APPENDIX A**

**Match Scheduling:**

<b>Age Division</b>	<b>Game Times</b>
U10	- 10 minute quarters, no time on
U11	- 15 minute quarters, no time on
U12	- 15 minute quarters, no time on
U14 Div 2	- 20 minute quarters, no time on
U14 Div 1	- 20 minute quarters, no time on
U16 Div 2	- 20 minute quarters, no time on
U16 Div 1	- 20 minute quarters, no time on

**Length of breaks between quarters**

Quarter time	-	5 minutes
Half Time	-	10 minutes
Three quarter time		3 minutes

**APPENDIX B**

**FOOTBALL TYPES & SIZES**

U8	-	Size 2 football*
U9	-	Size 2 football*
U10	-	Size 2 football*
U11	-	Size 3 football*
U12	-	Size 3 football*
U14 Div 2	-	Size 4 football
U14 Div 1	-	Size 4 football
U16 Div 2	-	Full size football
U16 Div 1	-	Full size football

\* Type of Football: It is recommended that a wet weather football be used for all matches under 12's & below

AFL CANBERRA JUNIOR LEAGUE BY-LAWS

**APPENDIX C**

**NUMBER OF PLAYERS**

Grade	Minimum player numbers for game	Maximum number of players on field	Maximum number of players available
U10	9	12	Unlimited
U11	9	15	Unlimited
U12	14	18	Unlimited
U14 Div 2	14	18	Unlimited
U14 Div 1	14	18	Unlimited
U16 Div 2	14	18	Unlimited
U16 Div 1	14	18	Unlimited

## APPENDIX D

### PLAYERS CODE OF CONDUCT

- Play by the rules – the rules of your Club and the laws of the game.
- Attend training sessions and matches at times advised by the Club. If unable, for a valid reason to do so, players will inform the Club as soon, as is practical.
- Act respectfully toward the officials and players of their own and opposing Clubs.
- Respect and follow the directions of coaching staff, match and club officials.
- Treat all players with respect, as you would want them to treat you.
- Act respectfully towards match officials at all times. Abusive language is unacceptable.
- Avoid individual or collective behaviour, which may reasonably be held by spectators to be offensive.
- Avoid all acts likely to incite spectators to violence or disorder.
- Make no detrimental statements in public (radio, television, print or electronic media) in respect to the performance of any match officials, players, or any policy decisions of the Club or AFL Canberra.
- Abide by the By-Laws, (Rules & Regulations) and the Competition Rules of the AFL Canberra.
- Respect the facilities and equipment of their own and opposing Clubs.
- Do not use remarks based on race, religion, gender or ability as many such comments are politically incorrect and it is your coach, team-mates, Club and family that are let down with such remarks.

### 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, administrators and spectators. Physical or verbal abuse will not be tolerated.
- Recognise all volunteers who give up their valuable time.
- Never publicly criticise umpires, rather raise personal concerns with club officials in private
- Do not use remarks based on race, religion, gender or ability as many such comments are politically incorrect and it is your coach, team-mates, Club and family that are let down with such remarks.
- Respect the facilities and equipment of their own and opposing Clubs.
- Do not engage in physical and/or verbal intimidation, abuse or conduct toward any player, official, umpire or supporter. Such actions are totally unacceptable.
- Condemn the use of violence in any form, whether it is by spectators, coaches, officials or players.
- Abusive language is unacceptable.

### COACHES CODE OF CONDUCT

- Set a good example and display utmost honesty and integrity in all dealings.
- Teach fair play and good sportsmanship
- Never place the value of winning above that of instilling the highest possible ideals and character.
- Be reasonable in demands, setting goals and expectations at an attainable level.
- Maintain a current knowledge of the rules of the game.

## AFL CANBERRA JUNIOR LEAGUE BY-LAWS

- Teach and interpret the laws of the game to the players.
- Never ridicule players.
- 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.
- Encourage and create opportunities to develop individual as well as team skill.
- Ensure that all players understand the importance of regular attendance at training and positive attitude at training and that team selection throughout the season, including the finals, may be influenced by their training attendance and attitude.
- Ensure that injured players are given prompt and competent medical attention and that doctor's orders are strictly adhered to.
- Endeavour to keep informed regarding sound principles of coaching and skill development and of factors relating to the welfare of my players.
- Display and teach appropriate sporting behaviour, ensuring that players understand and practice fair play.
- Display and foster respect for umpires, opponents, coaches, administrators, other officials, parents and spectators.
- Abide by the By-Laws, (Rules & Regulations) and the Competition Rules of AFL Canberra.
- Do not engage in physical and/or verbal intimidation, abuse or conduct toward any player, official, umpire or supporter. Such actions are totally unacceptable.
- Respect the facilities and equipment of their own and opposing Clubs
- Make no detrimental statements in public (radio, television, print or electronic media) in respect to the performance of any match officials, players, or any policy decisions of the Club or to AFL Canberra.

### **OFFICIALS CODE OF CONDUCT**

- Display fairness and uniformity in applying the rules.
- Be honest in your assessment of situations.
- Be consistent and courteous in calling all infractions.
- Condemn deliberate fouls as being unsporting and promote fair play and appropriate sports behaviour.
- The health and safety of the players must be the most important reason to be weighed in during the decision making process.
- Use common sense to ensure the 'spirit of the game' for players is not lost by being too pedantic when applying the rules.
- Be a positive role model in behaviour and personal appearance.
- Ensure you remain up to date with any rule changes and/or interpretation of rules as laid down by the AFL
- Seek continual self-improvement through study, performance appraisal and regular updating of competencies.
- Do not engage in physical and/or verbal intimidation, abuse or conduct toward any player, official, umpire or supporter. Such actions are totally unacceptable.

### **ADMINISTRATORS CODE OF CONDUCT**

- Involve others in planning, leadership, evaluation and decision making related to Australian Football.
- Create pathways for people to participate and develop through the sport not just as players but also as coaches, umpires and administrators.

## AFL CANBERRA JUNIOR LEAGUE BY-LAWS

- Ensure equipment and facilities are safe and appropriate to the ability level of the participants.
- Establish that qualified and competent coaches and officials capable of developing appropriate sports behaviour and specific skill technique provide adequate supervision.
- Help coaches and officials highlight appropriate behaviour and skill development and help improve the standards of coaching and officiating.
- Assist all participants in Australian Football to know and understand the rules.
- Set a conduct example for others to follow.
- Make it clear that abusing people in any way is unacceptable and will result in disciplinary action.
- Respect the rights, dignity and worth of every person.
- Make no detrimental statements in public (radio, television, print or electronic media) in respect to the performance of any match officials, players, or any policy decisions of the Club or AFL Canberra.
- Do not engage in physical and/or verbal intimidation, abuse or conduct toward any player, official, umpire or supporter. Such actions are totally unacceptable.
- Always respect the use of facilities and equipment provided.
- Ensure on and off the field behaviour is consistent with the principles of good sportsmanship.
- Ensure all parents, coaches, sponsors, administrators, officials, medical staff and players, understand their responsibilities regarding fair play in sport.
- Abide by the By-Laws, (Rules & Regulations) and the Competition Rules of AFL Canberra.

**APPENDIX E**

**RACIAL AND RELIGIOUS VILIFICATION**

- a) Prohibited Conduct**  
No person subject to these By-Laws shall act towards or speak to any other person in a manner, or engage in any other conduct which threatens, disparages, vilifies or insults another person ("the person vilified") on the basis of that person's race, religion, colour, descent or national or ethnic origin.
- b) Lodging Complaint**  
In the event that it is alleged that a person has contravened By-Law (1), an Umpire, Club or Player may by 5.00 p.m. on the first working day following the day on which the contravention is alleged to have occurred, lodge a complaint in writing with the person appointed from time to time by the Manager–Football Operations as the Complaints Officer for the purposes of this By-Law. The complaint must outline the circumstances of the allegations made against a person.
- c) Complaints Officer**  
The Complaints Officer shall:-  
(i) inform the person alleged to have contravened By-Law (1) of the complaint and provide that person with an opportunity to respond to it in writing;  
(ii) identify and obtain written statements from any available witnesses;  
(iii) obtain video or other relevant evidence; and  
(iv) arrange for the complaint to be conciliated and take all steps necessary for the complaint to be conciliated.
- d) Confidentiality and No Public Comment**  
Subject to By-Law (7): -  
(i) the particulars of a complaint and the conciliation shall at all times remain confidential; and  
(ii) a person shall not publicly comment on or disseminate to any person information concerning a complaint at any time prior to, during or after the conciliation.
- e) Conciliator**  
A conciliation arranged under By-Law (3) shall be conducted by the nominee of the Manager – Football Operations.
- f) Attendance at Education Program**  
(i) Where:-  
▪ a person alleged to have contravened By-Law (1) attends a conciliation for the first time (other than as a person vilified); and  
▪ the complaint against the person is resolved at conciliation, the person may be directed by the conciliator and if so directed shall attend an education program approved by the AFL NSW/ACT.  
(ii) Where a person employed, engaged or otherwise associated with a Club is required to attend an education program or similar body in another State, the Club shall pay the costs of that person's attendance.

## AFL CANBERRA JUNIOR LEAGUE BY-LAWS

- (iii) A person who fails to attend the education program shall be deemed to have contravened this By-Law.
- g) Public Statement**

Where a complaint is resolved by conciliation, the only public statement that shall be made concerning the complaint and its resolution shall be that agreed upon by the parties.
- h) Unsuccessful Conciliation**

Where the Complaints Officer is of the opinion that the matter has not been resolved by conciliation, the Complaints Officer shall:-

  - (i) in the case of a Player, refer the complaint to the Tribunal to be dealt with as a Reportable Offence; or
  - (ii) in the case of any other person, refer the complaint to the Chief Executive to deal with as they see fit.
- i) Previous Involvement**
  - (i) Where a person alleged to have contravened By-Law (1) has previously taken part in a conciliation (other than as a person vilified), the Complaints Officer may refer the complaint directly to the Tribunal to be dealt with as a Reportable Offence in the case of a Player, or directly to the Chief Executive to be dealt with as they see fit in the case of any other person.
  - (ii) For the purposes of this By-Law, conciliation includes a conciliation arranged under By-Law (1) or such other form of conciliation arranged by the AFL or directly between the parties concerned.
- j) Evidence before Tribunal or Chief Executive**

In the event that a complaint is referred to the Tribunal or the Chief Executive under this By-Law, no evidence shall be given to or be accepted by the Tribunal or the Chief Executive relating to anything said or done in any conciliation carried out pursuant to By-Law (c).
- k) Manager - Football Operations**

In the event that a Complaints Officer has not been appointed for the purposes of these By-Laws or if appointed is for any reason unavailable to act under these By-Laws the Complaints Officer for the purpose of these By-Laws shall be the Manager - Football Operations of the AFL.
- l) Referring Complaint**

In any case where the Complaints Officer determines to refer the complaint to the Tribunal or the Chief Executive, the complaint shall be referred to the Tribunal or the Chief Executive, as the case may be, as soon as practicable.
- m) Legal Representation**

Where a complaint is referred to the Tribunal or the Chief Executive under this By-Law, neither party is to have legal representation.
- n) Time Limit**

Any time limit for the doing of anything referred to in this By-Law may be extended by the Manager – Football Operations if in the opinion of the Manager – Football Operations it is just and equitable to do so.

## AFL CANBERRA JUNIOR LEAGUE BY-LAWS

- o) Liability of Club**
- (i) In the event that a complaint under these By-Laws in respect of conduct engaged in by a person is found to have been proven by the Tribunal or where the Chief Executive determines that a person the subject of a complaint has been involved in conduct which is unbecoming or prejudicial to the interests of the AFL, the Club employing, engaging or otherwise associated with the person at the time of the conduct shall be deemed to be vicariously liable for the conduct of the person and shall be liable to a sanction to be determined by the Chief Executive.
  - (ii) By-Law (15)(i) does not apply to a contravention by a person if in the opinion of the Tribunal or the Chief Executive, as the case may be, the Club took all reasonable steps to prevent persons employed, engaged or otherwise associated with the Club from engaging in the conduct which contravened the vilification By-Laws.
- p) Continuous Education**
- Each Club must:-
- (i) ensure that all of its Players, Coaches, Officials and other employees attend any education program organised and conducted by the AFL; and
  - (ii) maintain and keep a written record of all such attendees, (to be signed by each attendee and the Chief Executive Officer of the Club), and provide a copy immediately upon request to the Manager - Football Operations.
- q) False or misleading information**
- A person who:-
- (i) in a complaint lodged under By-Law (2) or during the conciliation process, provides any information or acts in a manner which is in any respect false or misleading or likely to mislead; or
  - (ii) Falsely accuses a person of breaching By-Law (1) shall be liable to a sanction as determined by the Manager, Football Operations in his absolute discretion.