



2018
Team Manager Handbook



Table of Contents

.....	0
Club Information	4
Club Committee	4
Policies & Procedures	4
Smoking	4
Good Sports (Australian Drug Foundation Good Sports Program)	4
Gold Accreditation - Swisse Quality Club	4
Team Administration	5
St Peters FC Website	5
SportsTG	5
Post Match Administration	5
Paperwork	6
Team Sheets	6
Goal Umpire & Timekeeper Cards	6
Centenary Park – Setup & Pack up (Home Games)	6
Cordial, Lollies, Oranges	7
Sponsors and Game Day Vouchers	7
Newsletters	7
Property - Team Kits	8
Club Duties	8
Anchor Duty.....	9
Rules Variations	10
Rule variations - as per the Rule Variation Matrix.....	10
Modified Ground Set Up.....	10
Transition of Ball	10
Out of Bounds.....	10
Gaining Possession	11
Scoring	12
Modified Tackle.....	12
Ball-ups.....	12
Smothering	13
Barging	13
Shepherding	13
Distance Run & Bouncing the Ball	13
Kicking off the Ground.....	13
Interchange/Game time.....	13
Water Carrier/s.....	13
Undergarments (eg; Skins)	13
Votes	13
Trophies	14
The Clock	15
Send Offs.....	15
Head Counts.....	15
Injury Stopped Game	15
Player Interchange	16
Mercy Rule (U11, 12, 13 Mixed & U12, U14 Girls)	16

Blood Rule	16
Premiership Ladders	16
Club Song	17
Insurance	17
Injury Form	17
SMJFL League Information	18
Contact Details	18
Season Dates	18
Match Requirements	19
Team sheets	19
Venue Set Up	19
Team Bench	20
Ground Inspection Report	20
Unfit Ground	20
Goal Umpire & Timekeeper Equipment.....	20
Competition Match Report Form	21
Spectator Behaviour	21
Player/Official Report Form	21
Match Footballs	21
Results Entry	22
Modified Rules:	22
All other competition:	22
Player Uniform & Officials Apparel	22
Officials/Team Roles	23
Accreditation / Everproof (formerly Blue Q)	23
Goal Umpires	23
Boundary Umpires	24
Umpire Escorts	24
Timekeeper.....	24
Scoreboard Attendant	25
Runner.....	25
Water Carrier(s)	25
Trainer	26
Club Field Umpires	26
Team and Match Officials' Attire	26
Concussion	27
Head Count	27
Forfeits	27
Fixture Amendments	27
Adverse Weather Conditions	27
Number of Players (includes loaning players)	28
Registration of Players/Team Signature Sheet	29
Player Movement	29
Under 8 to Under 10 mixed and Under 10 girls	29
Other Competitions (including Under 12 girls).....	29
Finals Eligibility	29
Send Off Rules	30
Disciplinary Issues	31
Approaching Official SMJFL Umpires.....	31
Umpires Additional Power to Report	31
Reports	31
Directory of SMJFL Grounds	32

ROLE SUMMARIES	34
Water Carrier.....	35
Umpire Escort.....	36
Team appointed Boundary Umpire	37
Team appointed Goal Umpire.....	38
Runner.....	39
Trainer	40
Coach	41
Resources.....	42
Online.....	42
2017 Contacts	42

Club Information

St Peters FC Inc

ABN 43 662 182 459

Postal Address	PO Box 104, East Bentleigh VIC 3165
Email:	info@stpetersfc.com.au
Website:	www.stpetersfc.com.au
Facebook:	www.facebook.com/StPetersFC1956
Twitter :	@StPetersJFC
Instagram :	@stpetersfc

Club Committee

Please refer to our website for committee details and contacts.

Policies & Procedures

Please refer to our website for committee details and contacts.

Smoking

Smoking is banned in areas commonly used by children and young people for recreational and sporting activities including at or within 10 metres of a sporting venue that is an outdoor public place during an organised underage sporting event, including training or practice sessions and during breaks or intervals in play. Further information can be found on the SMJFL website. Offending Clubs are liable to a fine.

Good Sports (Australian Drug Foundation Good Sports Program)

SPFC are a Good Sports Level 3 accredited club.

Sporting clubs such as ours play a significant role in the community and have a responsibility to our members and their families. We have chosen to join over 6,500 clubs across Australia taking part in the Australian Drug Foundation's Good Sports program. Through Good Sports we are committed to managing alcohol responsibly and ensuring smoke free areas, which we believe will help us to provide a healthy, safe and family friendly environment.



Gold Accreditation - Swisse Quality Club

The Swisse Quality Club Program is designed to set and maintain standards in club administration throughout community football clubs. St Peters FC are one of only 3 clubs in Victoria to have attained Gold Accreditation.



Team Administration

St Peters FC Website

Team Manager resources are available on the St Peters FC website – Resources – Team Manager.

SportsTG

Team managers are required to register online to create their own password for all online procedures (your username will be linked to your email address).

<https://passport.sportstg.com/login/>

Each week you are required to;

PREGAME

- Finalise Team Selection - **for each game**
- Assign Jumper Numbers
- Assign Officials Names
- Produce a Team Sheet x 2 - **for Each Game**
- Prepare Timekeeper and Goal Umpire Cards

POST GAME

- Enter final match scores
- Enter Goal Scorers (excluding modified rules)
- Enter Best players (excluding modified rules)
- Milestones (50, 100, 150 games)

At the conclusion of a match, the Timekeepers and Goal Umpires must all sign the official scorecards. In the event of a disparity between official scorecards that cannot be resolved, the Timekeepers' official scorecard shall prevail.

Post Match Administration

Team Managers are to retain all match day paperwork for the duration of season 2018.

Any injury report or umpire report must be scanned and emailed to secretary@stpetersfc.com.au at the end of the game. All injuries are reported through to the President for follow up at the end of each week.

Home Games

- ORIGINAL Team Sheets for both teams
- HOME COPY of the Competition Match Report
- Injury Form (if applicable) | SMJFL Signature Sheet (if applicable)
- ORIGINAL Goal Umpires Card & ORIGINAL Time Keepers Card

Away Games

- COPY Team Sheets for both teams
- AWAY COPY of Competition Match Report
- Injury Form (if applicable) | SMJFL Signature Sheet (if applicable)

Paperwork

Team Sheets

The names and numbers of all players taking part in a football match for a particular team must be entered on the official SMJFL Team Sheet. Players' names must appear on the Team Sheet in the same order as they appear in the SMJFL Team Register.

Players competing in the game must sign the Team Sheet adjacent to their name.

Team Sheets must include the names of any bench or on-field officials.

A line and the letters DNP (did not play) must be ruled through the name of any player who is not taking part in the match.

If a player fails to take the field at any point during the match they must be removed from the team sheet prior to the signing of the Competition Management Report.

Team sheets should be filled out and used as follows:

- An unsigned copy of the team sheet must be provided to the opposition prior to the start of the match.
- A signed copy of the team sheet must be given to the senior Field Umpire no later than the commencement of the third quarter.
- Once the team sheet has been given to the umpire, no further players may be added to, or sign, the team sheets. Team Managers should collect this copy at the end of the game. A copy of this team sheet must be kept and be available for the SMJFL on request.
- A third copy (unsigned) of the team sheet CAN BE printed for use by your team – if your coaching staff need (team statistics etc).

Goal Umpire & Timekeeper Cards

Each team manager must provide their goal umpire and timekeeper with official scorecards, and collect them at the end of the match. The name and age group of the teams playing must be placed on top of the Scorecards.

At the conclusion of a match, the Timekeepers and Goal Umpires must all sign the official scorecards. In the event of a disparity between official scorecards that cannot be resolved, the Timekeepers' official scorecard shall prevail.

At the conclusion of the match, each Team Manager must collect their own scorecards to be kept on file along with the team sheet.

Centenary Park – Setup & Pack up (Home Games)

Arrive at the Ground in plenty of time (15 minutes before the advertised time to players is suggested).

Set Up

To be performed by teams playing in the first game of the day on both Oval 1 and Oval 2. Ensure Goal Posts are padded; Table is set up for Timekeepers with Timer and the Scoreboard is setup, signage is to be displayed as instructed. All teams that are setting up on game day need to complete AFL match day app. JLT sport match checklist app. All team managers need to download this app.



Pack Up

To be performed by teams playing in the last game of the day on both Oval 1 and Oval 2. Ensure you inform your parents so you will get lots of assistance on the day. All equipment must be taken back as instructed.

Cordial, Lollies, Oranges

Each Team may wish to supply cordial (not essential), disposable cups and lollies (not essential). It is recommended that you delegate this duty to another parent to coordinate for the entire season. Please discuss with your coach if you want to provide.

It is suggested to supply water at the 3 breaks (water bottles provided to coach).

Oranges/Lollies may be supplied at the main 10-minute break (if required at all).

At the time of printing we do not have an orange supplier. If one becomes available, it is recommended that you delegate oranges to another parent in the team for the entire season. Oranges should be collected and cut, prepared for one of the breaks. Oranges can be supplied at any break deemed suitable by the coach. If no supplier is sourced, you may wish to collect \$5 from each family at the start of the season to cover the cost of oranges.

Sponsors and Game Day Vouchers

Our sponsors are displayed on our website and the newsletter template provided. Game day vouchers will be available from the canteen for home games. Please make sure you collect and use the vouchers provided.

Newsletters

The Team Manager is required to correspond with their team on at least a weekly basis by some form of newsletter (email contact has proven the most effective). The Team Manager Coordinator will provide a standard newsletter format (generally once sponsors are finalised early in the season). The original format is a word document, and it is recommended that when emailing to parents it is converted into a PDF formatted document. Newsletters can contain:

- Game details - time, date, venue
- Training session details
- Rostering details for parents
- Match review from previous week
- Player profile articles & Photos (if permitted for use by the parents)
- Reminders of Club Events coming up
- Club Sponsors

Property - Team Kits

Property Manager – Louise James – 0414 950 389 apparel@stpetersfc.com.au

ALL ITEMS ARE TO BE RETURNED TO THE PROPERTY MANAGER AT THE END OF THE SEASON. END OF SEASON TROPHIES WILL NOT BE DISTRIBUTED UNTIL ALL TEAM EQUIPMENT IS RETURNED.

Quantity	Item
25	Playing Jumpers (unless team numbers are greater)
2	Match Balls
1	Bib – Team Manager
1	Bib – Coach
1	Bib – Assistant Coach (Only if accredited and registered coach)
1	Bib – Trainer
1	Bib – Runner
1	Bib – Boundary Umpire (not modified rules)
1	Bib – Umpire Escort
1	Bib – Water Person (1 x for U11's and U12's, 2 x U13's through 18's)
1	Umpire Coat
2	Umpire Flags
2	Helmets
2-3	Warm up Jackets (Under 14's - 17s only)
10 -12	Water bottles (in carrier) supplied to Coach
1	First Aid Kit (please contact Property Manager if require replenishment).

Team Manager will be supplied with a Jumper Number List. This is to be completed and returned with Match Day paperwork after round 1.

All jumpers are to be collected after the last game of the season, washed and returned with your team kits. The team manager is responsible for collecting ALL the jumpers.

Any player who loses their jumper will be required to purchase a replacement jumper at their own cost.

In the last game of the season – tell players to bring a top to change into and collect all the jumpers at the conclusion of the match.

Club Duties

Each team will be designated with at least one “Anchor” Duty for the season. This is when it is essential to rally all the parents in your team to assist.

Teams playing in the first match of the day and last game of the day will be asked to assist with set up and pack up.

Anchor Duty

The Anchor is the club social night held on a monthly basis.

You will be advised you of your set menu at least 2 weeks prior to your designated Anchor Duty date. The Hospitality Coordinator will then:

- Order main supplies for night (meat, bread, pizza)
- Advise of what other items you may be required to purchase

Please retain all receipts for reimbursement by the Club Treasurer.

Please keep expenses to a minimum as meals are only sold for around \$4

Anchor Set Up

Please arrive at the Anchor (address as advised by committee) at the time advised for set up (setting up tables and chairs, and moving food to kitchen) - **Parent Assistance Required**

Ensure you have confirmed your parent volunteers for Anchor Duty - you don't want to be left short!

- BBQ - 2 people (if BBQ is required)
- Outside Security - 4 people (to wear fluoro jackets provided)
- No children are permitted in the bar area.
- Kitchen / Canteen - 4 people at all times (to serve food and sell canteen confectionary)
No children are permitted **in the kitchen area.**

Anchor Pack Up

Pack up can commence between 8pm and 8:15pm (last drinks called during this time)

- Tables wiped down and put away / Chairs stacked
- Kitchen, BBQ and Bar areas cleaned / all dishes are washed and put away
- Rubbish picked up inside and outside
- Floors swept (and mopped if required)

Liquor Licence

Our liquor licence for the JC Pavilion provides for alcohol to be available only on Sundays from 5pm – 9pm. Alcohol will not be served or made available outside these times, unless otherwise approved by the Committee.

Rules Variations

Rule variations are summarised in the Rule Variation Matrix. A copy of the Rule Variation Matrix is provided to team managers separately.

Refer to the laminated copy provided with Team Manager materials. Keep in your game day folder for easy reference on game day.

Rule variations - as per the Rule Variation Matrix

Rule Variation Matrix - Update

The following changes have been made to the **Rule Variation Matrix**:

- U16 and U18 Girls competition footballs - leather
- Game breaks and quarter durations modified for a number of age groups.
- U18 Girls, U16 and U17 boys – don't have to wait for flags to be waved after a point.

Modified Ground Set Up

25.2. Ideally, grounds must be between 100-120 metres long and 80-90 wide. Where a ground is larger than these dimensions it should be reduced either by line marking or cones/markers. Any clubs wishing to vary the ground size must receive written approval from the General Manager.

25.3. Temporary goal posts may be used to aid in reducing ground size and must have a plastic or rubber base and no metal or sharp objects. Temporary goal posts do not need padding.

25.4. Players are positioned in three equal zones to prevent ball chasing and subsequent congestion around the ball. Umpires should encourage players to stay in their correct positions. Players from each zone are required to wear different coloured SMJFL wristbands as per the following:

Position	First Named Team	Second Named Team
Forward	Blue	Yellow
Centre	Red	Red
Back	Yellow	Blue

Transition of Ball

25.5. When the ball is in transition from the back zone to the forward zone, it must be touched by a player in the mid zone. Failure for this to occur will result in a free kick awarded to the opposition team at the point at which the ball entered the end zone.

Out of Bounds

25.6. Where kicked out of bounds (regardless of whether it bounced before being out of bounds) a free kick is awarded against the player who last kicked the ball. This free kick will be taken by the closest player to where the ball went out of play.

25.7. If there is any doubt, or if the ball came off hands or a body, the umpire shall call a ball-up 5 metres in from the boundary.

Gaining Possession

25.8. A player's prime objective should be to gain possession of the ball (eyes on the ball).

25.9. 'Running with' the player rather than 'running at' the player must be the intention. Any deliberate contact or contact to the back is strictly prohibited other than in the process of completing a Modified Tackle.

25.10. Once the ball is possessed, an opposition player may apply a modified tackle.

Scoring

25.11. Any player not designated as a 'forward' who scores will be deemed to be breaching the zones and the score will not be awarded and a free kick will be paid to the opposition.

25.12. No scoreboards are to be displayed during games. Results (including goal kickers & best players) must not be published by the club in any form e.g. website, social media or local newspaper. Any club breaching these By-Laws will be fined as per Appendix 3 – Fines.

Modified Tackle

25.12. A player in possession of the ball may be tackled by an opponent wrapping both arms around the area below the top of the shoulders and on/above the knees.

25.13. The tackle may be from either side or from behind, providing the tackle from behind does not thrust the player with the ball forward (i.e. push him or her in the back).

25.14. If the player in possession of the ball is taken to the ground in the act of tackling, they will receive a free kick. If the umpire feels the player drops to the ground in order to receive a free kick, they will be penalised for holding the ball.

25.15. If the player in possession of the ball is taken to the ground in the act of tackling, they will receive a free kick. If the umpire feels the player drops to the ground in order to receive a free kick, they will be penalised for holding the ball.

25.16. A player in possession of the ball, when held by an opponent applying the wrap-around tackle, should be given a reasonable chance to dispose of the ball by kick or by handball, or by attempting to kick or handball. If he or she fails to do so, a free kick shall be awarded to the tackler for holding the ball.

25.17. The field umpire shall conduct a ball-up when the player with the ball has it held to the body by an opponent, unless the player has had a reasonable time to dispose of it prior to being tackled. In that case, a free kick shall be awarded to the tackler for holding the ball.

25.18. The field umpire shall allow play to continue if the ball is knocked out of a player's hands by an opponent in the process of applying the wrap-around tackle.

25.19. A player, who is held by an opponent when not in possession of the ball, shall be awarded a free kick.

25.20. No player shall be deliberately dumped or thrown to the ground by a tackle.

25.21. There is strictly:

- NO knocking the ball out of an opponent's hands
- NO pushing the player in the side
- NO stealing the ball from another player
- NO bumping an opponent
- NO sling, pull or otherwise apply force when 'holding' a player.

Ball-ups

25.22. Field ball-ups are contested by 2 players of equal size selected by the umpire. Before the ball-up, the umpire should clear the area by sending players back to their positions.

25.23. A free kick will be awarded for non-compliance. Umpires should 'coach' the players to clear the immediate area.

Smothering

25.24. Deliberate smothering not permitted and free kick to nearest opponent. However, when smothering considered incidental (e.g. ball kicked into the person on the mark), play will continue.

Barging

25.25. No barging, fending off or chopping past opponents is permitted. A free kick shall be awarded to the nearest opponent.

Shepherding

25.26. Not permitted. A free kick shall be awarded to the nearest opponent.

Distance Run & Bouncing the Ball

25.27. A player running with the ball must bounce it within 10 metres. Only one bounce is permitted.

Kicking off the Ground

25.28. A player is not permitted to deliberately kick the ball off the ground. A free kick shall be awarded to the opposing team where this occurs.

Interchange/Game time

25.29. Interchange may take place at any time. All players must play at least 1/2 a game but it is strongly recommended that each player play at least 3/4 of the match where possible. Rotate players every quarter to provide opportunities in several positions, i.e. players to change from one zone to another and interchange on to the field. Equalise the teams and opponents as much as possible (match sizes, abilities).

Water Carrier/s

25.30. Water Carriers are not permitted in Modified Rules competitions.

Undergarments (eg; Skins)

9.8. Undergarments (i.e. compression skins) that extend beyond the length of the jumper are only permitted to be worn in Modified Rules competitions.

Votes

No votes are required for the Under 8 mixed or U10 Girls competition.

You will require **4 sets of votes each week.** Votes to be provided by:

1st set - Coach

2nd set – Runner

3rd set – Assistant Coach

4th set - selected parent (at discretion of coach). This may change each week, but you must ensure that the parent understands the game and the voting process.

It is also suggested that you create a small pocket sized card for every child's parents with the child's name and jumper number so they get to know all the players. This also assists when you have parents voting.

BEST & FAIREST VOTES St Peters Football Club		
Under _____ Team		
Round _____		
Date ____/____/____		
Opposition _____		
Votes Provided by: Name _____		
Signed: _____		
	Jumper #	Name
1 st Best 5 Votes		
2 nd Best 4 Votes		
3 rd Best 3 Votes		
4 th Best 2 Votes		
5 th Best 1 Vote		
Please be honest and objective in your voting		

Votes are to be completed at the completion of the game, signed by the person supplying the votes (or votes are null and void) then sealed in an envelope with the round number, date, and details of the home and away team names on the front. Sealed envelopes to be retained by the Team Manager for the duration of the season (until vote count).

Vote counting shall be conducted by the coach and team manager at the Club Vote Count Day, on a date nominated at the beginning of the season (two dates – modified and non-modified). If the coach or team manager is unavailable to attend, then a member of the committee/football department will assist with the vote count. All votes will be collated and verified by the club administration team.

You will be required to enter your vote count on the Excel spreadsheet provided (which contains an automatic add-up tally system) and submit the results to the Club Secretary on completion.

Trophies

Under 8's & Under 10 Girls

All players will receive a trophy as a result of participating in home and away matches.

Under 9's & 10's Boys

All players will receive a medal as a result of participating in home and away matches. The Best & Fairest and Runner Up will receive a trophy that is marked accordingly. No trophies / awards are issued or presented to Lightning Premiership Players other than that supplied by the SMJFL.

Under 11's – 19's & Under 12 – 18 Girls

Each team is provided with a total of 6 trophies for the home and away season:

- 1st Best and Fairest
- 2nd Best and Fairest
- 3rd Best and Fairest or Coaches Award
- Coaches Award
- Coaches Award
- Coaches Award

“Coaches Award” trophies may be given for a variety of achievements, such as, Most Courageous, Most Consistent, Most Improved, Most Determined, Leading Goal kicker and so on, at the discretion of the Football Department, and shall be engraved accordingly. There shall be no more than a total of 6 trophies or awards awarded to any particular team for the home and away season.

No team is allowed to provide their own trophies or any other awards unless the Committee provides prior written approval.

In the event of a team playing in finals, voting shall take place to award a trophy for “Best in Finals”. The trophy may only be awarded if the team has played in at least 2 finals matches. The method of voting is to be the same as that employed by the team during the home and away season.

In the event of a tie for 1st, 2nd or 3rd Best and Fairest in any particular team, there shall still only be six trophies awarded for that team. In this situation the trophies may be renamed at the discretion of the Coach and Team Manager, subject to approval by the Committee.

The Clock

Send Offs

The clock does not stop.

Head Counts

The clock shall only be stopped in the case of a head count (By-Law 16).

A team captain may at any time during play in a match approach a Field Umpire to request a head count of the opposing team's players. Play must immediately be suspended and the Timekeepers' **clock must be stopped** whilst the head count is taken.

Injury Stopped Game

Where play is unable to proceed in a home and away game for a period of time equal to one quarter, due to an injury occurring on the ground which requires (on the advice of trainer/s or other medical personnel) that the injured person should not be removed from the ground until an ambulance arrives, the following procedures shall be followed:

- Where there is an alternate ground at the same venue immediately available, which is in suitable condition (as agreed by both Team Managers), the game should be moved and play continue from the point at which the game was stopped (as noted by the time keepers).
- Where no alternate venue is immediately available, the following shall occur –
 - Where the game is stopped before half time, the game shall be considered abandoned and each team shall be awarded 2 premiership points, with no adjustment to be made to the teams' cumulative total points for and against.
 - Where the game is stopped in the 3rd or 4th quarter, the team leading shall be considered the winner and the score recorded at the cessation of play entered as the final score.

If the Member club of either team is not satisfied with the outcome, it may appeal by lodging a written complaint with the CEO. The CEO may, in his or her absolute discretion, act on the complaint in such manner as he/she thinks fit.

Details on the process for finals will be included in the Finals Handbook, but are summarised below if no alternate venue is immediately available, the following shall occur:

- Where play is unable to proceed in a Finals game for a period of time equal to one quarter and where no alternate venue is immediately available, the following shall occur:
 - Where the game is stopped before three quarter time the game shall be considered abandoned and shall be replayed within 7 days at a time and venue determined by the General Manager in his or her absolute discretion.
 - Where the game is stopped in the last quarter and a team is leading by 36 points or more the team leading will be considered the winner otherwise the game shall be replayed within 7 days at a time and venue determined by the General Manager in his or her absolute discretion.
- Where play is unable to proceed in a Lightning Carnival game for a period of time equal to one half, due to an injury occurring on the ground which requires (on the advice of trainer/s or other medical personnel) that the injured person should not be removed from the ground until an ambulance arrives, the game shall be considered abandoned and each team shall be awarded a draw (where applicable). The game may not be replayed

Player Interchange

Interchange of players is permitted whilst play is in progress provided that such players enter or leave the field via the designated interchange area. If a player who is not injured leaves the ground at any place other than through the Interchange area, that Player cannot return onto the ground for a period of one full quarter.

Despite the above, an injured player need not leave the field via the designated interchange area but the replacement player must not enter the field until the injured player has left the field, and must do so via the designated interchange area.

Example: if the breach occurs at the 16-minute mark of the second quarter the player would only be permitted to return to the field at the 16-minute mark of the third quarter.

Monitoring the interchange of players is the responsibility of the Umpire Escort who must stand outside the fence near the interchange gates. If a breach of By-Law 17.1 occurs, the Umpire Escort must report this to the offending team's Team Manager who must then inform the Timekeeper, advising the player's name and number. The time commences upon arrival at the Timekeepers' area by the Team Manager.

Mercy Rule (U11, 12, 13 Mixed & U12, U14 Girls)

The official winning margin in Under 11 to Under 13 mixed and Under 12 and Under 14 girls' matches shall be no more than 60 points. Where the actual winning margin is greater than 60 points, the General Manager shall ensure that the winning team's score is reduced so that the official margin is 60 points, and the adjusted score shall be used for the ladder percentage calculations.

Blood Rule

Upon a player being noticed by an umpire to have blood on them, the player must leave the ground immediately to be attended to; and may be immediately replaced with an interchange player. Once the bleeding has stopped, and all blood cleansed or covered, the player may be interchanged back onto the ground.

This rule applies to all persons entitled to be on the ground during game times.

Trainers must wear gloves when attending to bleeding players, and all blood-infected materials must be bagged separately and disposed of in an appropriate manner.

Premiership Ladders

No premiership ladders shall be maintained for Modified Rules Competitions (except for Under 12 girls).

A premiership ladder shall be maintained during the home and away season for all Other Competitions and Under 12 girls.

In home and away matches, four points will be allotted for a win, four points for a team in whose favour a forfeit is ruled, two points for a draw or an abandoned game that isn't rescheduled and zero points for a loss.

In competitions involving an uneven number of byes for competing teams, the League shall also prepare a match ratio that reflects the number of wins by each team against the number of matches played by each team.

In the event of more than one team having the same number of premiership points (after any match ratios have been applied) the team with the highest percentage (total points scored compared to total points against) shall finish higher on the ladder

For the purpose of percentage adjustment of teams in a forfeited game, the following shall occur:

- The team awarded a “forfeit” shall be awarded 60 points.
- The “forfeiting” team shall be awarded shall be awarded 0 points.
- Where a team has a “Bye” in a particular round it shall not be awarded any premiership points and shall not receive any percentage adjustment.

Club Song

Singing of the club song shall only take place in the clubrooms (or away from the opposition team if no clubrooms are provided) and must not occur on the ground (SMJFL Bylaw 13.10)


It's a grand old flag
 It's a high flying flag
 It's the emblem for me and for you
 It's the emblem of the team we love
 The team of the red and the green
 Every heart beats true
 For the red and the green
 And we sing this song to you
 Should auld acquaintance be forgot
 Keep your eye on the red and the green

Insurance

The St Peters Football Club have insurance cover of “Platinum” Level Insurance cover with JLT.

COVERAGE LIMITS & EXCESS

The Personal Injury coverage section of the Programme automatically provides all affiliated insured clubs with the standard Bronze level of cover (with the exception of all clubs affiliated with AFL Victoria Country and AFL NSW/ACT who automatically start on the Silver level).

LEVEL	NON-MEDICARE MEDICAL BENEFITS	CAPITAL BENEFIT*	QUAD/PARA EVENTS**
 PLATINUM (optional upgrade)	Reimbursement for items that are not claimable in any way through Medicare.	Provides cover in the event of death or permanent disability.	Provides cover in the event of permanent and incurable quadriplegia or paraplegia.
	90% reimbursement, \$7,500 max. per claim \$50 excess per claim	\$250,000 Maximum	\$1,000,000 Maximum

Further information in relation to the policy can be found on the Club website www.stpetersfc.com.au: Resources > Parents “Club Sports Insurance”

All insurance claims are to be directed to the Club Secretary.

Injury Form

The injury form is to be completed by the Team Trainer immediately after the completion of the game and scanned and emailed to secretary@stpetersfc.com.au

This will be retained by the Club.

SMJFL League Information

Contact Details

Please note – there is to be NO COMMUNICATION WITH THE LEAGUE FROM PARENTS, **ALL COMMUNICATION should be via the Club President/Secretary.**

Office Number:	(03) 9553 5985
Postal Address:	PO Box 3, Moorabbin VIC 3189
Office Address:	Level 1, 145 Keys Rd, Moorabbin
Website:	www.smjfl.com.au
Mobile App	www.m.smjfl.com.au

Season Dates

Date	Day	U8 & U9	U10	U11-U13	U14+
4/15/2018	Sunday	Round 1	Round 1	Round 1	Round 1
4/22/2018	Sunday	Round 2	Round 2	Round 2	Round 2
4/29/2018	Sunday	Round 3	Round 3	Round 3	Round 3
5/6/2018	Sunday	Round 4	Round 4	Round 4	Round 4
5/13/2018	Sunday	Round 5	Round 5	Round 5	Round 5
5/20/2018	Sunday	Round 6	Round 6	Round 6	Round 6
5/27/2018	Sunday	Round 7	Round 7	Round 7	Round 7
6/3/2018	Sunday	Round 8	Round 8	Round 8	Round 8
6/10/2018	Sunday	No Games			
6/17/2018	Sunday	Round 9	Round 9	Round 9	Round 9
6/24/2018	Sunday	Round 10	Round 10	Round 10	Round 10
7/1/2018	Sunday	No Games			
7/8/2018	Sunday	No Games			
7/15/2018	Sunday	Round 11	Round 11	Round 11	Round 11
7/22/2018	Sunday	Round 12	Round 12	Round 12	Round 12
7/29/2018	Sunday	Round 13	Round 13	Round 13	Round 13
8/5/2018	Sunday	Lightning Carnivals	Round 14	Round 14	Round 14
8/12/2018	Sunday		Lightning Carnivals	Round 15	Round 15
8/19/2018	Sunday			Semi Finals	Semi Finals
8/26/2018	Sunday			Grand Finals	Preliminary Finals
9/2/2018	Sunday				Grand Finals

Match Requirements

Team sheets

The Team Manager must [print off](#) a minimum of 2 copies (1 x opposition, 1 x club) of the team sheet from SportsTG.

Players' names must appear on the Team Sheet in the same order that they appear in the SMJFL Team Register, and each player competing in the game must sign the Team Sheet adjacent to their name. A line and the letters DNP (did not play) must be ruled through the name of any player who does not take the field.

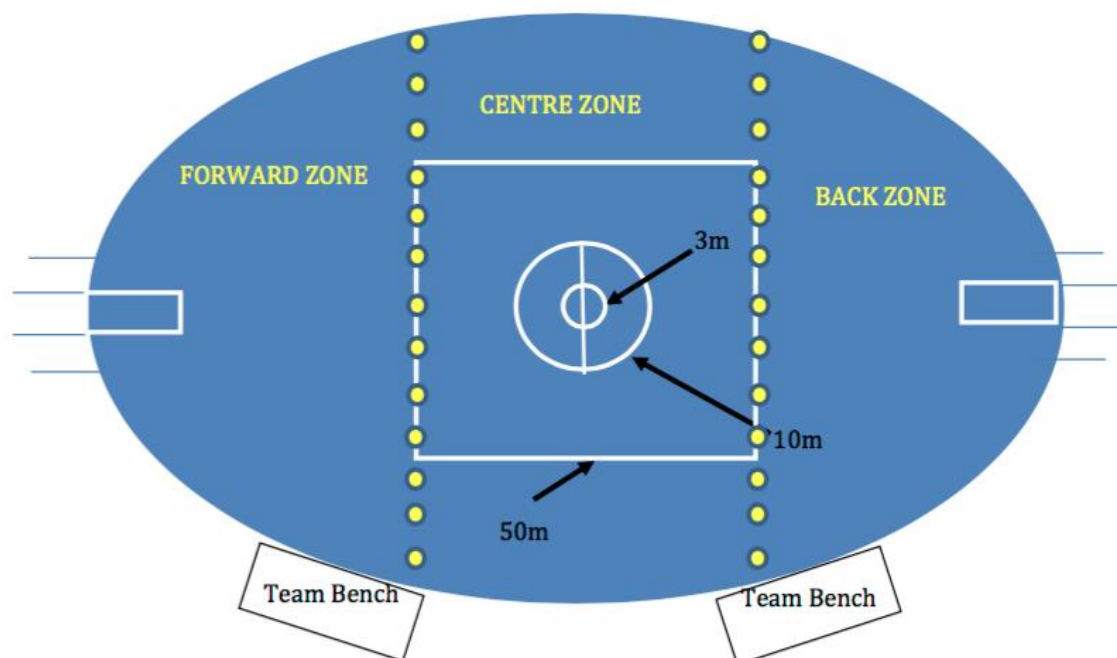
Any player that has been granted a permit or exemption to play in any game (where they would otherwise be ineligible) must have a "P" written next to their name

Both Team Managers must sign completed Team Sheets of both sides and hand them to the Field Umpire no later than the commencement of the third quarter. Once Team Sheets have been given to the Umpire no further changes can be made.

The SMJFL no longer requires a hard copy of the Team Sheets to be sent through to the office. Each team is required to keep a copy for their own records and pass a copy on to the club for filing. The SMJFL may ask for a copy of the team sheet at any time.

Venue Set Up

The Team Manager of the home team must ensure the ground is properly marked with boundary lines, goal squares and centre circle, A centre square and arcs (appropriate to ground size) must also be marked (except for modified rules). Grounds specific to modified rules do not need to be marked other than to split the ground into 3 zones (shown in yellow).



* Centre square can be changed based on size of ground.

* Centre square can be changed based on size of ground.

All goal and behind posts must be padded to a height of at least two metres. The playing field boundary line must be at least 3 metres away from potential obstacles (including perimeter fencing).

Team Bench

The interchange area shall also be marked (cones may be used) and shall be positioned between the Team Bench areas. In addition to players who are on the team sheet, the following Team Officials are permitted in the Team Bench area:

- Coach
- Assistant Coach
- Trainer
- Runner

No other person (including Team Manager) is permitted in the Team Bench area during the match.

Team Officials and players in the designated Team Bench area must not be within one (1) metre of the boundary line at any time other than during the breaks.

Ground Inspection Report

Prior to the first match played at a venue on any given day, an inspection of the ground must be completed prior to the commencement of play and a Ground Inspection Report filled in via the online App.

To download the app search for AFL Match Day in the Apple store or JLT AFL Match Day in the Android store.

Unfit Ground

Where both Team Managers agree that a ground is unsafe to play on:

- Attempts should be made to find a suitable alternative venue (in consultation with SMJFL staff)
- If no alternative venue is available, the match may be rescheduled.
- If the match is not able to be re-scheduled, the match will be deemed to be abandoned and each team shall be awarded 2 premiership points, with no adjustment to be made to the teams' cumulative total points for and against.

If either team is not satisfied with the outcome, its Member Club has the right to appeal by lodging a written complaint with the CEO no later than 6:00pm on Monday following the day of the match. The CEO may act on the complaint in such manner as he/she thinks fit.

Goal Umpire & Timekeeper Equipment

Each Team Manager must provide their own Goal Umpire and Timekeeper with scorecards. Both Team Managers shall provide their own Goal Umpire with a white coat a pen and 2 flags.

At the end of the game each Team Manager must keep their respective Goal Umpire Scorecards and Timekeeper Cards.

Competition Match Report Form

The home Team Manager must provide the Field Umpire/s with an SMJFL Competition Match Report form.

At the conclusion of the match, the Umpires Match Report must be signed by the Team Managers of both teams that participated in the match. In the event of a dispute as to the contents of the Umpires' Match Report, Team Managers are permitted to make comments as to the nature of the dispute on the back of the Umpires' Match Report.

Distribution of the Competition Match Report form is as follows:

Colour	Destination
Green	Home team copy
Pink	Away team copy
White	Umpire copy

In games without SMJFL appointed umpires, the home team is responsible for completing the CMR and submitting online: <http://smjfl.com.au/modified-rules-competition-match-report-cmr/>

Spectator Behaviour

The Team Manager is responsible for addressing issues involving the behaviour of their team's spectators towards the umpires.

Player/Official Report Form

The home Team Manager must provide the Field Umpire/s with copies of the Player/Official Report form, prior to the commencement of the match.

If any player or official is reported the Umpire should provide a copy of the report to both Team Managers as soon as practicable after the conclusion of the match. Team Managers must then sign the form to acknowledge receipt. **The Team Manager of the reported person should contact their co-ordinator ASAP after the completion of the match.**

Distribution of Umpire Report Forms is as follows:

Colour	Destination
White	Team Manager of Reported Player/Official
Green	Opposition Team Manager
Blue	Umpires

Match Footballs

The Home Team Manager must provide the Field Umpire/s with 2 footballs (in good condition) no less than 10 minutes before the start of the game. Red footballs are to be used for day games and yellow football for night games. Correct sizes and material are:

Age Group	Size	Material
Under 10 Girls & Under 8, 9 & 10 Mixed	2	Synthetic
Under 12 Girls	3	Synthetic
Under 11 - 12 Mixed	3	1 leather & 1 synthetic
Under 14 Girls	4	Synthetic
Under 16 - Youth Girls & Under 13 - 14 Mixed	4	Leather
Under 15 – 17 ½ Boys	5	Leather

* Synthetic ball must be used unless agreed to by both team captains. Any team wanting to use leather balls is responsible for providing them.

Results Entry

The following is a list of results entry requirements for the various competitions:

Modified Rules:

Item	Required	Timeline	Notes
Full time scores	Yes	8pm match day	Will not be displayed on website (except U12 girls)
Update team sheet	Yes	8pm match day	Make sure all players who played are entered. Remove players who did not play.
Dispute Team sheet	No	12pm Tuesday	Clubs must notify the SMJFL if opposition's online team sheet does not match paper team sheet.
Best players	No		Do not enter this information
Goal kickers	No		Do not enter this information

All other competition:

Item	Required	Timeline	Notes
Quarter by quarter scores	Yes	8pm match day	
Update team sheet	Yes	8pm match day	Make sure all players who played are entered. Remove players who did not play.
Dispute Team sheet	No	12pm Tuesday	Clubs must notify the SMJFL if opposition's online team sheet does not match paper team sheet.
Best players	No		May be entered
Goal kickers	No		May be entered

Player Uniform & Officials Apparel

The Home Team Manager is to make sure all players and team officials in both the home and away teams are correctly attired as per the SMJFL By-Laws.

Officials/Team Roles

Accreditation / Everproof (formerly Blue Q)

The SMJFL require a number of roles to have accreditations maintained in BlueQ, an online register of individuals' accreditations.



Team Managers must e-mail operations@stpetersfc.com.au with the name and e-mail address of the appropriate volunteers.

The SPFC Football Administration team will manage the process of creating BlueQ accounts and provide instructions to volunteers on how to manage their accreditations in BlueQ and complete required training.

Role	Accreditation		
	Working with Children Check*	Level 1 Coaching Accreditation (Junior or Youth)	Apply First Aid including CPR (or equivalent)
Coach	YES	U8 – U12: Level 1 Junior U13+: Level 1 Youth	N/A
Assistant Coach		U11 – U12: Level 1 Junior U13+: Level 1 Youth	
Team Manager		N/A	
Club Field Umpire			
Umpire Escort			
Coaching Coordinator			
Runner		N/A	YES U13+ also require AFL Emergency Response Coordinator (ERC)
Trainer			

*The SMJFL require a Working with Children Check (WWCC) to be assigned to South Metro Junior Football League. The SMJFL provide no exemptions for Working with Children Check, including serving police officers and teachers. Volunteers under 18 years of age do not require a WWCC.

Goal Umpires

Each team must provide a Goal Umpire who is at least 16 years of age or, in the opinion of the Field Umpire, of sufficient age to be competent to perform the task.

Each Goal Umpire shall be equipped with a scorecard, two flags and a pen.

Each Goal Umpire shall be responsible for keeping score and the Goal Umpires shall confer and verify scores at the end of each quarter. At the completion of the match they must sign each other's scorecard.

Only in the case of a disagreement on scores by the Goal Umpires will the Timekeeper cards be regarded as correct.

Goal Umpires shall be responsible for ensuring that the area between and behind the goals is kept clear of spectators and obstacles and must not enter the field or dispute decisions of the Field Umpires at any time.

Field Umpires may overrule a decision by a Goal Umpire except in the case where the Goal Umpire is appointed by the League.

Goal Umpires are not permitted to coach or communicate with any players or officials - other than during breaks between quarters. A Field Umpire may order from the field and report any team appointed Goal Umpire who is in breach of this By-law. Any team appointed Goal Umpire ordered from the field must be replaced.

Boundary Umpires

Each team (excluding modified rules teams) must provide a boundary umpire who are at least 14 years of age, or, in the opinion of the Field Umpire, of sufficient age be competent to perform the task. Clubs may supply two boundary umpires (on one side) as long as they are both correctly attired.

Boundary Umpires are not permitted to coach or communicate with any players or officials - other than during breaks between quarters. A Field Umpire may order from the field and report any team appointed Boundary Umpire who is in breach of this By-law. Any team appointed Boundary Umpire ordered from the field must be replaced.

Umpire Escorts

Umpire escorts must be at least 16 years of age.

Both teams must supply an Umpire Escort who shall escort the Field Umpires to and from the ground at the commencement of the match, at half-time and at the conclusion of the match. Each escort shall commence from or conclude at the door of the Umpires' Room, as the case may be.

During the first and third quarter breaks the Umpires' Escorts must remain with the umpires, and provide drinks for them.

During play Umpires' Escorts shall act as Interchange Stewards to ensure that players enter and exit the ground via the designated interchange area.

Timekeeper

Timekeeper is to be provided by each team and the home team shall provide an accurate timing device and siren, bell or other appropriate audible signalling device.

Timekeepers must be at least 16 years of age or, in the opinion of the Field Umpire, of sufficient age to be competent to perform the task.

The Timekeepers shall progressively record the scores on the reverse of the official Timekeepers card, and shall sign it at the conclusion of the football match.

The Timekeepers must sound a warning siren five minutes prior to the start of the game, one minute prior to the conclusion of the 1/4 time and 3/4 time breaks and 3 minutes prior to the conclusion of the 1/2 time break.

The clock shall only be stopped in the case of a Concussion

If a player is deemed to be concussed on match day, they should not return to the field of play (or training) until such time as a doctor's certificate has been obtained indicating they are fit to play. This process is to be managed at club level.

Age Group	Match Duration	Break duration (minutes)		
		1 st Qtr	Half Time	3 rd Qtr
Under 10 Girls	10 minute quarters	3	6	3
Under 12 Girls	12 minute quarters	3	6	3
Under 14 Girls	15 minute quarters	3	8	5
Under 16 Girls	15 minute quarters	3	8	5
Youth Girls	17 minute quarters	3	8	5
Under 8 Mixed	10 minute quarters	3	6	3
Under 9 - 10 Mixed	12 minute quarters	3	6	3
Under 11 - 14 Mixed	15 minute quarters	3	8	5
Under 15 – 17½ Boys	20 minute quarters	3	10	5

Scoreboard Attendant

The home team shall provide a scoreboard attendant, who must ensure that the scoreboard is up-to-date at all times during a match. Scoreboard attendants are required for non modified rules games.

Scoreboard attendants must be at least 12 years old or, in the opinion of the Field Umpire, of sufficient age to be competent to perform the task.

Runner

Runners must be at least 16 years of age or, in the opinion of the Field Umpire, of sufficient age to be competent to perform the task.

Runners may deliver a message to a maximum of 2 players before they must leave the field, and must leave the field immediately after delivering the messages.

Runners must not coach, barrack or in any way deliberately obstruct play or interfere with a player or official from the opposing team.

Water Carrier(s)

Water Carriers must be at least 12 years of age or, in the opinion of the Field Umpire, of sufficient age to be competent to perform the task.

One (1) Water Carrier is permitted to enter the field of play to deliver water to players in Under 11 and Under 12 competitions. Two (2) Water Carriers are permitted to enter the field of play to deliver water to players in the Under 13 to Under 17 1/2 competitions. Water carriers are not permitted in modified rules competitions (Under 8, Under 9 and Under 10).

Water Carriers are only permitted to carry plastic water bottles on to the field of play. Metal and glass bottles, and water bottle carriers, are not permitted on the field of play.

Water Carriers shall only enter the field of play behind play to deliver water to the players whilst: a player from either side is having a set shot for goal; or whilst the football is being retrieved and returned to the field umpire who will be located in the centre of the ground after a goal has been scored.

Where a player having a set shot for goal misses the goal, all Water Carriers must immediately leave the playing field.

Water Carriers:

- may enter the field of play from any position on the ground.
- are not permitted to communicate with the Team Bench other than during the breaks between quarters.
- must not at any time other than during the breaks between quarters be within 30 metres of the Team Bench.
- are not permitted to pass messages or give instructions to players, or disrupt play.

A Field Umpire may order from the field and report any Water Carrier who is in breach of these By-laws. Any Water Carrier ordered from the field may be replaced.

Water carriers are not permitted in Modified Rules.

Trainer

As per the Sports Trainers in Community Football Policy, all Member Clubs must appoint a minimum of one Trainer per team who holds a minimum qualification of Level 1 First Aid with an up to date CPR component.

Whilst it is recommended that a venue trainer is present at all matches, if there is no venue trainer with Emergency Response Coordinator (ERC) qualifications present, then trainers for Under 13 and above age groups must also have completed ERC training. For this reason, St Peters requires all our U13+ trainers to hold this qualification.

The Trainer must be present for the duration of all games.

Medical practitioners can act as a trainer provided they are in a current clinical practice and registered with the Australian Health Practitioner Regulation Agency (AHPRA). Medical practitioners must complete the ERC training every three years and CPR training every year and are exempt from Provide First Aid Level 2.

Each team must provide one first aid kit (including ice) for use by the team Trainer(s).

In the event of an injury to a player, a venue trainer or a second or third trainer may enter the field of play. Only 1 trainer is permitted on the team bench. Any additional trainers must be stationed.

Club Field Umpires

In all Modified Rules Competitions and U12 Girls each Member Club shall supply one volunteer to co-umpire the games – two umpires in total. The Club Umpire must be at least 18 years old and must have completed the AFL Vic Club Umpire ONLINE course and a signed copy of the 2017 Club Umpire Code of Conduct

In other competitions when an SMJFL umpire is not appointed to or fails to arrive at a particular game each team shall appoint one person to act as umpire. Both appointed Umpires shall officiate the match together and shall jointly award votes for the game.

Team and Match Officials' Attire

The following SMJFL approved bibs shall be provided by Member Clubs must be worn (and be visible) by officials at all times during a football match:

Role	Colour
Team Manager	Grey
Coach	Red
Assistant Coach	Green
Trainer	White
Runner	Yellow

Water Carrier	Light Blue
Umpire Escorts	Orange
Club Umpires	Florescent yellow (shirt)
Boundary Umpires	White
Goal Umpires	White (coat)

Officials must wear enclosed shoes.

Concussion

If a player is deemed to be concussed on match day, they should not return to the field of play (or training) until such time as a doctor's certificate has been obtained indicating they are fit to play. This process is to be managed at club level.

Head Count

If a team captain calls for a head count during play, the Field Umpire will request a head count of the opposing team's players. Play must immediately be suspended and the Timekeepers' clock must be stopped whilst the head count is taken.

The timekeepers are to note the score on the scorecard.

Forfeits

If for any reason you know in advance you won't have enough minimum players (9 for Under 10 and Under 12 Girls and 12 for all other age groups) to field a team please let our Club Secretary (secretary@stpetersfc.com.au) know ASAP so your opposition can be informed.

Where a team has fewer than 12* players the opposing team shall be awarded a "forfeit". (*Under 10 girls and Under 12 girls only require a minimum of 9 players.)

A time limit of twenty minutes after the official starting time shall be allowed for teams being late, after which the match may be claimed as a "forfeit" at the option of the opposing team.

A "friendly" match may then be played between the teams, provided that the Umpire is made aware that the official match has been forfeited.

All paperwork must note that the match has been forfeited.

No SMJFL Best and Fairest votes shall be awarded in a "friendly" match.

Teams awarded a "forfeit" shall be entitled to lodge an official team sheet on the Competition Management System. Only players included on the Competition Management System will have the match count towards finals eligibility.

Fixture Amendments

Requests by Participating Clubs for a change of the time and/or venue of any football match must be received, in writing, by the SMJFL no later than 5pm on the Monday preceding the match. Such requests must be submitted by the Club Secretary or President for consideration.

The CEO or his or her delegate may, in their absolute discretion, alter the time and/or venue of any football match provided that both clubs competing in such match are notified of the change by no later than 5pm on the Thursday preceding the match.

Adverse Weather Conditions

The SMJFL may cancel any SMJFL match due to adverse weather conditions such as, but not limited to, excessive heat/humidity, lightning or rain/hail that may endanger participants' health or safety.

In the event there are no SMJFL staff available to make a decision, a game may be cancelled on the agreement of both Team Managers. However, if the SMJFL, on review of the game, decides the game should not have been cancelled, it reserves the right to award points or hand down any penalty as it sees fit.

Where play is unable to proceed in a home and away game for a period of time equal to one quarter, due to adverse weather conditions, the game shall be cancelled.

Where a match is either not started or stopped prior to half time, the game shall be considered cancelled and each team shall be awarded 2 premiership points. No adjustment will be made to either team's cumulative total points for and against.

Where the game is leading shall be considered the winner and the score recorded at the cessation of play entered as the final score.

Number of Players (includes loaning players)

The number of players permitted to take place in any match is as follows:

Age Group (s)	On Field		Total on Team Sheet
	Minimum	Maximum	
Under 10 Girls	9	12 [^]	No limit
Under 12 Girls	9	12 [^]	No limit
Under 14 Girls	12	15 [*]	No limit
Under 16 Girls	12	15 [*]	No limit
Youth Girls	12	15 [*]	No limit
Under 8 – Under 10 Mixed	12	18	No limit
Under 11 – Under 14 Mixed	12	18	24 (no limit in finals)
Under 15 – Under 17 ½ Boys	12	18	24 (no limit in finals)

* if both teams agree, teams may play up to 18 players each. If no agreement can be reached no more than 15 players can be on the field at any one time.

[^] if both teams agree, teams may play up to 15 players each. If no agreement can be reached no more than 12 players can be on the field at any one time.

Where a team has the minimum number of players to start a match but not a full team (excluding bench), the team with the numerical advantage must either "loan" players to the opposition or play with an equal number of players on the field unless:

- Loan is offered but after evening up numbers there are still excess players – the team with the numerical advantage can play with one extra player
- The team with the numerical advantage only has one extra player than the opposition – the team with the numerical advantage can play with that extra player
- The team with minimum numbers refuses to accept "loan" players – the team with the numerical advantage can play at full strength.

The team with the numerical advantage can "loan" players to the opposition, either for a quarter on a rotating basis, or for the match.

For example if one team has 14 players and the other has 21, the team with 21 players agrees to loan 3 players to the opposition, meaning there will be a numerical difference of one (17 versus 18).

For the avoidance of doubt, teams must match players based on numbers at the start of the match only. Teams are not required to match if a player leaves the field after the start of the match. Unless agreed to by both Team Managers, once players have been loaned to the

opposition, that same number of players must remain with the opposition until the end of the game, regardless of any changes to either side through injury.

"Loaned" players should appear on the team sheet of their team, however it should be noted that they were "on loan" to the other team.

This By-Law does not apply to finals matches.

Registration of Players/Team Signature Sheet

Players must be registered in Footyweb (SportsTG) prior to taking part in any football match. Please contact your Club Registrar for information on this process.

Each team must submit a Team Signature Sheet that is to be handed to the league via the Club.

For age groups where a club only fields 1 team, the Team Signature Sheet must be signed and returned to the league prior to round 1.

For age groups where a club has more than 1 team, the Team Signature Sheet must be signed and returned to the league prior to round 4.

If there are any new players added to a team throughout the season a new Team Signature Sheet must be filled in and returned to the league.

Player Movement

Under 8 to Under 10 mixed and Under 10 girls

There are no restrictions on the movement of players in the above age groups. However, a player may only play in one game per round in a particular age group.

For the purpose of the Lightning Carnival, a player shall only be permitted to play in the team in which they played the majority of games throughout the season.

Other Competitions (including Under 12 girls)

The following player movement restrictions apply:

- Once a player has played a total of six matches in any higher ranked* competitions (including U19s and/or Senior Women's) they are unable to play in a lower ranked competition for the remainder of the season (including finals).
- When a higher ranked team has a bye or a forfeit, no player who has played in that team in the previous round will be permitted to play in a lower ranked competition unless that player has played more games in the lower ranked competition.
- Subject to these By-Laws, a player may only play in one game per round in a particular age group and may play in no more than two games per round. *Competition ranking are as per Appendix 2 of the SMJFL Team Managers' Handbook

Finals Eligibility

To qualify for finals in a particular team a player must:

- play in at least four home and away matches with that particular team or a lower ranked team; and
- meet all requirements of the Player Movement Policy.

A player may only play in one finals match per round. A player is ineligible for a particular team once they play a finals match in a higher ranked team.

By way of clarification, a player's record in terms of the player movement policy, is moved with any team that has been re-graded. i.e. if a player has played 4 games in U13 Div 1 but the team has moved to U13 Div 2 his/her record (for player movement purposes) is 4 games in U13 Div 2.

Send Off Rules

- Players may be sent off by the umpire, in his/her discretion, for either one quarter ("yellow card offence") or for the remainder of the match ("red card offence").
- Any player sent from the ground must have the reason for and duration of the send-off explained to them by the field umpire.
- Players sent off are to exit the field of play via the interchange area. The Team Manager must then report to the Timekeeper, advising the player's name, number and the duration of the send-off. The send-off commences upon arrival at the Timekeepers' area by the Team Manager.

Play must not restart until such time as the player being sent off has left the ground through the interchange area; the clock does not stop.

- The Timekeeper shall advise the Team Manager when the penalty time has expired.
- A player sent from the ground for a red card offence shall not take any further part in the game and may not be replaced. A player receiving a red card may not participate in any other match within that round.
- A player sent from the ground for a yellow card offence shall not take any further part in the game for a period of one full quarter. They may not be replaced during this time.
- Yellow card offences are audible obscenity, unsportsmanlike behaviour or misconduct. All other reportable offences are red card offences.
- Any player sent off twice in the same match is automatically suspended for one match by the League.
- Any player who has been sent off two times in any 12 month period shall incur an automatic one match suspension regardless of and in addition to any further penalty that may be incurred by virtue of the incident leading to second send-off. Should that player be sent off any further times during that 12 month period, on each occasion the player shall incur an automatic one match suspension regardless of and in addition to any penalty that may be incurred by virtue of the incident leading to that send-off.
- Please note, the above sanctions are imposed by the League, clubs may impose additional sanctions.

Example: where a player is sent off for a yellow card offence at the 16-minute mark of the second quarter the player would not be permitted to re-enter the ground or be replaced until the 16-minute mark of the third quarter.

Example: where a player is sent off for a red card offence at the 16-minute mark of the second quarter the player cannot be replaced until the 16-minute mark of the third quarter.

Disciplinary Issues

Approaching Official SMJFL Umpires

Under no circumstances are Team or Match Officials to abuse, threaten or intimidate umpires or opposition players, officials or spectators.

No person other than an Umpire Escort or Team Manager is to approach the Umpires at any time.

Team Managers may only approach the Umpire(s) during a match for matters not relating to the manner in which the game is being officiated.

Match Officials may speak to umpires regarding the operation of the game but must not abuse, threaten or intimidate umpires or opposition players, officials or spectators.

Umpires Additional Power to Report

- Members of the Umpiring Department shall have the power to report players or Team Officials in relation to an incident which they observe first-hand.
- The Umpiring Academy Manager or Football Operations department shall have the power to report players or team officials in relation to an incident of which he or she becomes aware.
- Upon receipt of a report, the SMJFL will notify the Secretary of the Reported player or Team Official's Member Club of the report as soon as is practicable.

Reports

If a player or official is reported on match day it is the Team Manager's responsibility to inform the **Age Group Co-ordinator AND Club Secretary ASAP** after the match. This includes providing the club copy of the Player/Official Report to the Club Secretary.

The SMJFL will be in contact with the Club Secretary as soon as possible following the match to confirm a report has been laid. At this point the SMJFL may offer a set penalty to the player or official rather than sending the matter to a Tribunal Hearing.

A list of the Set Penalties that may be offered can be found in the SMJFL By-Laws.

If a matter is to be heard at a Tribunal this will normally take place on the Wednesday evening after the match at the SMJFL offices. All details will be confirmed via the Club Secretary.

Directory of SMJFL Grounds

Name	Address	Map Ref.
Albert Park - Oval 9, 11 & 12	Aughtie Drive, Albert Park	2N H1
Banksia Reserve	Oak Street, Beaumaris	86 E7
Ben Kavanagh Reserve	McDonald Street, Mordialloc	87
Bentleigh Reserve	Arthur Street, Bentleigh	77 F1
Boss James Reserve	David Street, Hampton	77 A7
Brighton Beach Oval	South Road, Brighton	76 D4
Castlefield Reserve	Ludstone Street, Hampton	76 J5
Centenary Park	Brady Road, East Bentleigh	78 B3
Chisholm Reserve	Duncan Street, Sandringham	76 K8
Columbia Reserve	Columbia Drive, Wheelers Hill	71 H11
Como Park	Corner of Williams Road & Alexandra Avenue, South Yarra	2M
Corrigan Oval	Marcus Road, Dingley Village	88 G8
Darling Park – Basil Reserve	Basil Street, East Malvern	60 A12
Donald McDonald Reserve	Fifth Street, Black Rock	86
DW Lucas Oval – Dunlop Reserve	Moira Street, East Malvern	59 K11
E.E. Gunn Reserve	Malane Street, Ormond	68 E7
Elsternwick Park	St Kilda Street, Elwood	67
Essex Heights Reserve	Outlook Road, Mt Waverley	
Gardiner Park	Carroll Crescent, Malvern	59
Gerry Green Reserve	Nepean Highway, Parkdale	87 E8
Heatherton Recreation Reserve	Ross Street, Heatherton	87
Hihett Reserve	Turner Road, Moorabbin	77 H9
Hurlingham Park	Nepean Highway, East Brighton	67 J10
Jack Barker Oval	Weatherall Road, Cheltenham	87
King George Reserve	East Boundary Road, Bentleigh	77 K3
Koornang Park	Munro Avenue, Carnegie	68
Le Page Park	Corner of Herald & Argus Street, Cheltenham	78 B12
Lum Reserve (West)	Cintra Ave, Wheelers Hill	
McKinnon Reserve	Tucker Road, McKinnon	68 G11
Meade Reserve	Haughton Road, Clayton	

St Peters Football Club - 2017 Team Manager Handbook

Mentone Grammar	756-768 Springvale Road, Braeside	
Mentone Reserve	Brindisi Street, Mentone	86 K7
Moorleigh Reserve	Bignell Road, Bentleigh	78
Murphy Reserve - Aanenson Oval	Williamstown Road, Port Melbourne	
Murphy Reserve - J.W Woodruff Oval	Williamstown Road, Port Melbourne	
Murrumbeena Park	Kangaroo Road, Murrumbeena	69 B7
Namatjira Park	47 Springs Road, Clarinda	79
Packer Park	120 Leila Road, Carnegie,	
Peanut Farm Reserve	Blessington Street, St Kilda	58 A11
Peterson Reserve	Peterson Street, Highett	77 B8
Pinewood Reserve	Pinewood Drive, Mount Waverley	70 G4
Princess Highway Reserve	Princes Highway, Oakleigh East	70
Princes Park - Oval 1	Beech Street, Caulfield South	68 B6
Princes Park - Oval 4	Dover Street, Caulfield South	68 B6
Souter Reserve	Marcus Road, Dingley	88 G6
Southern Road Reserve	Southern Road, Mentone	87 E6
Stanley Grose Reserve	Stanley Grose Drive, East Malvern	60 A12
Toorak Park	Orrong Road, Armadale	2M G12
Trevor Barker Oval	Corner of Beach Road & Hampton Street, Sandringham	76
W.A. Scammell Reserve	Guest Road, Oakleigh South	69
Walter Galt Reserve	Corner Davey and Victoria Streets, Parkdale	87 F8
Wattie Watson Oval - Elwood Park	Ormond Esplanade, Elwood	67 C5
Waverley Oval	Corner of Waverley & Belgrave Road, East Malvern	A2 69
Wellington Reserve	Mackie Road, Mulgrave	80 C3
Widdop Crescent Reserve	Widdop Crescent Moorabbin Hampton North	77

ROLE SUMMARIES

Water Carrier

Number of Water Carriers permitted to enter the field of play to deliver water to players: **Modified Rules - None, Under 11 & under 12 mixed - One (1), Under 13 and above (mixed/boys and girls) - Two (2)**

Water Carriers are NOT PERMITTED for modified rules competitions.

Water Carriers must be **at least 12 years of age** or, in the opinion of the Field Umpire, of sufficient age to be competent to perform the task.

May only carry **plastic bottles** on to the field of play.

Water Carriers **shall only enter the field of play behind play** to deliver water to the players whilst: a player from either side is having a set shot for goal; or whilst the football is being retrieved and returned to the field umpire who will be located in the centre of the ground after a goal has been scored.

Where a player having a **set shot for goal** misses the goal, all Water Carriers must immediately leave the playing field.

Water Carriers:

- may enter the field of play from any position on the ground.
- **are not permitted to communicate with the Team Bench** other than during the breaks between quarters.
- **must not at any time other than during the breaks between quarters be within 30 metres of the Team Bench.**
- **are not permitted to pass messages or give instructions to players, or disrupt play.**

A Field Umpire may order from the field and report any Water Carrier who is in breach of these By-laws. Any Water Carrier ordered from the field may be replaced.

NO COACHING PERMITTED

Umpire Escort

Umpire Escorts must be **at least 16 years of age** or, in the opinion of the Field Umpire, of sufficient age to be competent to perform the task.

The Umpires' Escort shall **escort the field umpires to and from the ground** at the commencement of the match, at half-time and at the conclusion of the match.

Each escort shall **commence from or conclude at the door of the Umpires' Room**, as the case may be.

During the first and third quarter breaks the Umpires' Escorts must remain with the umpires, and provide drinks for them.

OTHER DUTIES

Interchange Steward

During play Umpires' Escorts shall act as Interchange Stewards to ensure that players enter and exit the ground via the designated interchange area. Must stand outside the game near the gate.

Team appointed Boundary Umpire

Boundary Umpires are NOT REQUIRED for Modified Rules competitions.

Where boundary umpires are not provided by the SMJFL Umpiring Department, each team participating in a match must provide a boundary umpire.

Two boundary umpires may be provided if preferred.

Team appointed Boundary Umpires **be at least 14 years of age** or, in the opinion of the Field Umpire, of sufficient age to be competent to perform the task.

The Boundary Umpires must be familiar with the correct procedures to ensure the proper conduct of the match.

Field Umpires may overrule a decision by a Boundary Umpire.

Boundary Umpires are **not permitted to coach or communicate with any players or officials** - other than during breaks between quarters.

Boundary Umpires are not permitted to lay a Report but should submit any Complaints via the Club Secretary after the match.

Field Umpire may order from the field and report any team appointed Boundary Umpire who is in breach of this By-Law. Any team appointed Boundary Umpire ordered from the field must be replaced.

NO COACHING PERMITTED

Team appointed Goal Umpire

Team appointed Goal Umpires must be **at least 16 years of age** or, in the opinion of the Field Umpire, of sufficient age to be competent to perform the task.

Each Goal Umpire shall be equipped with a **scorecard, two flags and a pen.**

Each Goal Umpire shall be responsible for keeping score and the **Goal Umpires shall confer and verify scores at the end of each quarter.**

At the completion of the match they must sign each other's scorecard.

In the case of a disagreement on scores by the Goal Umpires the score recorded on the official Timekeepers' card shall be regarded as correct.

Goal Umpires shall be responsible for ensuring that the area between and behind the goals is kept clear of spectators and obstacles and must not enter the field or dispute decisions of the Field Umpires at any time.

Field Umpires may overrule a decision by a Goal Umpire, except in the case where the Goal Umpire is appointed by the League.

Goal Umpires **are not permitted to coach or communicate with any players or officials** - other than during breaks between quarters.

A Field Umpire may order from the field and report any team appointed Goal Umpire who is in breach of the By-laws. Any team appointed Goal Umpire ordered from the field must be replaced.

NO COACHING PERMITTED

Runner

Runners must be **at least 16 years of age** or, in the opinion of the Field Umpire, of sufficient age to be competent to perform the task.

Runners may deliver **a message to a maximum of two (2) players** before leaving the playing field, and must leave the playing field immediately after the messages have been delivered.

Runners must not coach, barrack or in any way deliberately obstruct play or interfere with a player or official from the opposing team.

A Field Umpire may order from the field and report any Runner who is in breach of these By-laws. Any Runner ordered from the field may be replaced

**NO ON-FIELD COACHING
PERMITTED**

Trainer

A minimum of one (1) Trainer per team must be appointed who holds a minimum Level 1 First Aid qualification with a CPR component that is updated every 12 months. Trainers for Under 13 and above age groups must also have completed Emergency Response Coordinator Training (ERC).

Medical practitioners can act as a trainer provided they are in a current clinical practice and registered with the Australian Health Practitioner Regulation Agency. Medical practitioners must complete the ERC training every three years and CPR training every year and are exempt from Provide First Aid Level 2.

A Trainer must be **present for the duration of all games** in which the Trainer's team participates.

Trainers must **remain in the Team Bench area** unless they are attending to an injured player on the field.

The role of the Water Carrier and the Trainer are NOT interchangeable.

Coach

All Coaches must have a **minimum current Foundation AFL Coaching Accreditation** to coach in the SMJFL in accordance with the SMJFL Coach Accreditation Policy.

All SMJFL Coaches shall, to the best of their ability, uphold the **AFL Coaches Code of Conduct**, and must maintain a standard of behaviour and conduct that is in the best interests of the game and the players in their care.

Coaches are **not permitted to enter the field of play** while any match is in progress, and must remain in the designated Team Bench area at all times other than during the breaks.

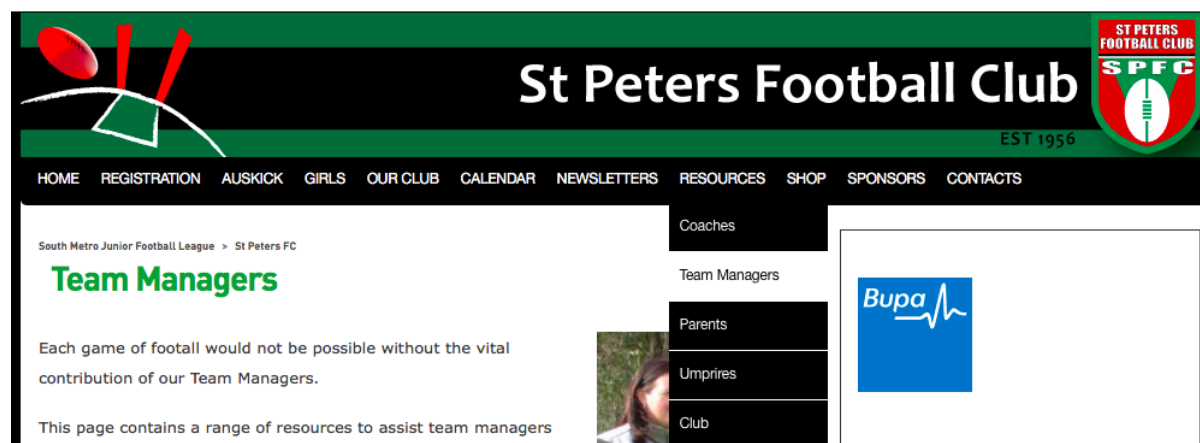
It shall be the responsibility of coaches to **maintain team and bench discipline** and to instruct the players to play within the rules and spirit of the game at all times.

Coaches are not permitted to approach, abuse or question the decision of the umpire.

Resources

Online

St Peters FC website - www.stpetersfc.com.au - has dedicated pages for Coaches, Team Managers and Parents, providing useful links to information and resources.



2017 Contacts

Vice President (Administration)

David Auld
operations@stpetersfc.com.au
0413 166 010

Property Manager

Louise James
property@stpetersfc.com.au
0414 950 389

Team Manager Coordinator

Penny Hannan
teammanager@stpetersfc.com.au
0417 147 856

Registrar

Mary Lawrence
registrations@stpetersfc.com.au
0438 568 397

Hospitality & Events

Chelle Dingwall
events@stpetersfc.com.au
0413 007 006

Girls Footy

Damian Gleeson
girlsfooty@stpetersfc.com.au
0418 580 887

