

# CIRCULAR



PERTH FOOTBALL  
L E A G U E

**Subject:** Round 1

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**From:** **Geoff Palmer**, Football Operations Manager  
Ph: 0413 614 880 (Office Hours Mon to Fri, 8.30am to 5pm)  
Email: [geoff@perthfootball.com.au](mailto:geoff@perthfootball.com.au)

**Audience:** Club Committees, Board, Life Members

<p><b>Summary:</b> Round 1 for all mens and womens grades commence this Saturday, 6 April 2024.</p> <p>Refer to the Perth Football League website for fixtures, times and grounds.</p>	<p><b>Action:</b> Forward this circular to all coaches, team managers and other support staff at your club.</p>
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## 1. FIXTURES

Since fixtures were originally released numerous changes have been made due to team withdrawing, teams being added to grades, and time changes requested by clubs. Can all clubs please check fixtures, for all your teams, to see if you have been affected by these changes.

## 2. PRE-MATCH AND POST MATCH PROVISIONS

### Before the match:

- Only registered players may be selected on the team list. If you cannot select the player, he/she is not registered and cannot play.
- Only registered League players (A-C5) with points allocated to their records can be selected on the League team list. If a player does not have a points allocation, they cannot play.
- Coaches must be registered and accredited so they can be selected on the team list coach drop down box. Please be aware that CoachAFL and PlayHQ can take up to 24 hours to sync.
- Runner's name, or "NO RUNNER" must be typed on the team sheet.
- Trainer's name must be typed on the team sheet.
- **A copy of the team sheet must be printed and provided to the Umpires.**

### Post-Match Day Administration: (Please note a change in process from last season)

- **Scores**
  - The home team is responsible for entering final scores via PlayHQ within 1 hour of the conclusion of each match to ensure ladders may be updated and scores published in *The Sunday Times*. Failure to do so will incur a fine.

- **Match Day Paperwork (Scores, votes, reports, fines)**

- All umpires must be appointed to the game to access the match day paperwork
- Match day paperwork is to be completed by umpires via OfficialsHQ immediately following the game.
- Team Managers have until 9am Monday following the match to finalise their team sheet. The printed copy of the team sheet given to the Umpires must be accurate.
- Mens A & B Grade and Women's A & B Grade are required to enter goal kickers on PlayHQ for annual Perth Football League awards.

**1. AFL MATCH DAY CHECKLIST (MARSH INSURANCE)**

- Clubs are to complete the online form which can be found on the PFL website or by clicking [HERE](#).
- Clubs must complete the checklist before the first game on the ground for that day or where weather conditions change significantly. This information is stored electronically by Marsh.

**2. ESCORT OF UMPIRES**

- The club Runner from both teams shall escort the umpires from the playing surface to the change rooms at half time and at the conclusion of the match. Failure to do so will incur a fine.
- The Runner's role is to ensure umpire safety and welfare, and not engage physically or verbally with an umpire.
- If the team does not have a Runner, a club official or the captain may escort the umpires. Please make the umpires aware of this.

**3. TEAM MANAGERS**

- It is the responsibility of each Team Manager to provide the umpires with a completed Team Sheet prior to the start of the match, including any player changes and or numbers changes.
- Each Team Manager must attend the Umpires room within 20 minutes of the completion of the Match to get the "All Clear".

**4. UMPIRES**

- Where WAFC panel appointed and pooled umpires are provided, no payment is required on the day. Payment will be made directly into their bank account.
- Payment of club umpires is the responsibility of each club.
- It is recommended each home club appoints an official to be the umpire liaison to assist umpires on match day.

**5. CONCUSSION**

Reporting of all concussion CRT6 assessments by Club Trainers via the online form is mandatory. The form can be found [HERE](#), on the PFL website or via the PFL App. Players can return to play 21 days subject to provision of a medical clearance being emailed to [kathy@perthfootball.com.au](mailto:kathy@perthfootball.com.au).

## 6. TIME KEEPING

With the increase in games played at many grounds, it is important that the games start on time and breaks do not exceed the allotted time. Time keepers should indicate with the siren to indicate to players and umpires that the quarter is due to commence. (see table below)

Start of Match	Number of Occasions
Five minutes prior to the scheduled starting time of the Match and as Umpires enter the Arena	Once
Two minutes prior to the scheduled starting time	Twice
One minute prior to the scheduled starting time	Once
Scheduled starting time (start of Match)	Once
End of first quarter	Once
<b>Start of Second Quarter</b>	
Two minutes prior to the scheduled starting time	Twice
One minute prior to the scheduled starting time	Once
Scheduled starting time (start of quarter)	Once
End of second quarter	Once
<b>Start of Third Quarter</b>	
Five minutes prior to the scheduled starting time of the quarter and as Umpires enter the Arena	Once
Two minutes prior to the scheduled starting time	Twice
One minute prior to the scheduled starting time	Once
Scheduled starting time (start of quarter)	Once
End of third quarter	Once
<b>Start of Final Quarter</b>	
Two minutes prior to the scheduled starting time	Twice
One minute prior to the scheduled starting time	Once
Scheduled starting time (start of quarter)	Once
End of fourth quarter	Once