



# 2019 East Fremantle District Policies & Procedures

**Year 3s to Year 7s Open Competitions**



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## 2019 Revisions

V0.1	First version published for 2019

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East Fremantle District Umpires Manager	David Gaynor	eastfremantleumpiremanager@gmail.com
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## 1 Purpose

The purpose of the Policies and Procedures document is to provide clear guidance to clubs in relation to the operation of Junior Football (Year 3 to Year 7) in the East Fremantle District. These Policies and procedures are as adopted by the East Fremantle JCC and are to be read in conjunction with the 2019 Junior Policies, Rules & Regulations.

This publication is a “living document” and may be amended from time to time at the discretion of the East Fremantle JCC. This document and related information specific to the East Fremantle Junior Football District is available at:

<http://www.sharksdistrict.com.au/clubs-and-competitions/east-fremantle-resources>

Fixtures and Results are available on SportsTG:

[http://websites.sportstg.com/assoc\\_page.cgi?c=1-10325-0-0-0](http://websites.sportstg.com/assoc_page.cgi?c=1-10325-0-0-0)

## 2 WA Football Policies, Rules & Regulations for Junior Football

This document must be read in conjunction with the WA Football Policies, Rules & Regulations for Junior Football. This is the “master” document for all Junior Football in Western Australia, including all Policies. This information is available at:

Online: <http://clubhub.wafootball.com.au> (select “Juniors – Fremantle Conference” as the League)

PDF: [http://www.wafooty.com.au/download/d/8vN7f3\\_QouWciovXjZrFVjx4mXpiHFs45sTuNxAiA5M](http://www.wafooty.com.au/download/d/8vN7f3_QouWciovXjZrFVjx4mXpiHFs45sTuNxAiA5M)

References to WAFC and WAFC Officials includes members of the East Fremantle District Football Junior Competition Executive.

### 3 Changes to this Document for the 2019 Season

The following changes have been made compared to the 2018 Season Edition.

Section	Changes Made
Competition Rules	Minimised the number of changes from WAFC Competition Rules
Player Positions	Added guidance on team positions for centre-bounces
Coach Accreditation	Added guidance Coach AFL Foundation Accreditation requirement
E-Point Process	Removed – all information now in WAFC Policies, Rules & Regulations
Appeals	Removed – all information now in WAFC Policies, Rules & Regulations
Scratch Matches	Removed – all information now in WAFC Policies, Rules & Regulations
Coaches Box	Removed – all information now in WAFC Policies, Rules & Regulations
Inclement Weather	Removed – all information now in WAFC Policies, Rules & Regulations

## 4 Expectations of Behaviour

The purpose of Junior Football is to maximise the enjoyment and development of junior footballers, and to develop Volunteers, Umpires, Coaches and Officials.

We remind all Players, Officials, Parents and other Volunteers of the purpose of Junior Football and expectations of their behaviour – these are defined in:

- By Law #1 the Spirit of Junior Football - about enjoying the game and developing good participants
- By Law #2 is about supporting Umpires in Junior Football - there is ZERO TOLERANCE of dissent, disputes or abuse of umpires from players, coaches, officials, and spectators.
- Codes of Conduct exist for the following roles in Junior Football – the must be read and understood.
  - WAFC POL.19 True Sport - Codes of Conduct
  - WAFC POL.19B - True Sport Administrator & Volunteers Code Of Conduct
  - WAFC POL.19C - True Sport Coaches Code of Conduct
  - WAFC POL.19D - True Sport Parents & Spectators Code of Conduct
  - WAFC POL.19E - True Sport Players Code of Conduct
  - WAFC POL.19F - True Sport Runners & Water Carriers Code of Conduct
  - WAFC POL.19G - True Sport Umpires Code of Conduct

We require all Players, Officials, and Spectators to adhere to the following minimal standards of behaviour:

### You will

- Give all players a fair go
- Provide our children with a game environment that is safe, fun and fair
- Provide all players with equal opportunity
- Respect all participants, officials and umpires
- Support the decision of the umpires at all times
- Follow directives from District Officials

### You will not

- You will not call out for free kicks
- You will not question umpire decisions
- You will not abuse or intimidate umpires

Penalties for non-compliance include E-Points, Bonds and Fines. To be clear – if you do not behave to these Standards, you will be penalised, required to leave the arena, and will take no further part in the Game.

Let the Players play, the Umpires umpire, and support kids and volunteers participating in Junior Football.

## 5 Coach Accreditation

All Junior Football Competition Rules require Head Coaches to be accredited as an age appropriate Foundation Coach via CoachAFL prior to Round 1 of the season. It is strongly recommended that Assistant Coaches are also accredited.

**Only accredited coaches can be added to Team Sheets. Teams cannot play football without an accredited coach on the Team Sheet.**

Search for 'coach' on the Club Hub for details of the registration and accreditation process.

The screenshot shows the CoachAFL website search results for the term 'coach'. The search bar at the top right contains the text 'coach'. Below the search bar are several filter buttons: Club Management, Competitions, Events, Facilities, Funding, Member Protection, Policies, Rules & Regulations, Training & Development, and Volunteer Management. The search results list three items:

- 2019 CoachAFL Registration Process**  
March 20, 2019 - Registration as a Coach is now through CoachAFL. Coaches are required to renew their coaching accreditation annually through CoachAFL. Part of this process requires... [Read More](#)
- Junior Football True Sport - Coaches Code of Conduct**  
March 06, 2019 - POLICY BACKGROUND The major objective of Junior & Youth Football is to provide an opportunity for all children to play Australian Football in a safe... [Read More](#)
- CoachAFL**  
February 07, 2019 - <https://coach.afl/> Online Education: The online Foundation Coaching courses are suitable for all levels including beginners. They replace the Level 1 accreditation and cover junior... [Read More](#)

To the right of the search results is a promotional image for 'play.afl' featuring two young girls in football gear. The text on the image says 'find your local club at play.afl'.

All Head Coaches must visit <https://coach.afl> prior to Round 1 to register and complete the accreditation process.

### **Everything your club needs to know to make sure your coaches are registered & accredited through CoachAFL**

New Coaches	Renewing Coaches with accreditation expired at the end of 2018	Coaches required to update with accreditation expiring at the end of 2019/20/21
<p>Create a CoachAFL account and:</p> <ol style="list-style-type: none"> <li>1. Complete the Coaching Profile</li> <li>2. Pay the CoachAFL Membership Fee of \$49.50,</li> <li>3. Agree to the Coaches' Code of Conduct</li> <li>4. Complete the online Foundation Course relevant to the playing age group of their team, including the concussion module.</li> </ol>	<p>Login to their existing CoachAFL account and:</p> <ol style="list-style-type: none"> <li>1. Complete the Coaching Profile</li> <li>2. Pay the annual CoachAFL Membership Fee of \$49.50,</li> <li>3. Agree to the Coaches' Code of Conduct</li> <li>4. Complete an online module on Respectful Relationships</li> </ol>	<p>Login to their existing CoachAFL account and:</p> <ol style="list-style-type: none"> <li>1. Complete the Coaching Profile</li> <li>2. Agree to the Coaches' Code of Conduct</li> <li>3. Complete an online module on Respectful Relationships</li> </ol>

**ALL** coaches will register to their community club/s via [CoachAFL](https://coach.afl) and this will replace the previous duplicated process of registering through SportsTG. This is now in place and it is vital that **ALL** coaches register via CoachAFL annually to ensure they are accredited and able to be picked to a Team Sheet in 2019. Coaches are able to select the club/team they are coaching in their Coaching Profile when renewing or accrediting for the first time.

## 6 Incident Process

For all game day issues involving Coaches, Officials, Players, Spectators and other volunteers, the Competition Executive requires the following procedure be used:

- Team officials first attempt to resolve issues at the ground
- If issues are not resolved satisfactorily, Team Officials next contact their Club Presidents to discuss at Club level
- If no resolution is reached, Club Presidents escalate to the Competition Executive, and/or raise a **Red Flag - Game Environment Filter** with the WAFC

An Incident Form should be submitted to the Competition Executive for all Incidents, whether action is required or not, so that patterns of behaviour can be tracked. An Incident Form is available at:

<http://www.sharksdistrict.com.au/clubs-and-competitions/east-fremantle-resources>



## **7 Club Bonds, Fines, E-Points and Sanctions**

As per By-Laws, the East Fremantle Competition Executive can impose and enforce a penalty on any member Club, Player, Spectator or Official for offences including breaches of By-Laws and Codes of Conduct.

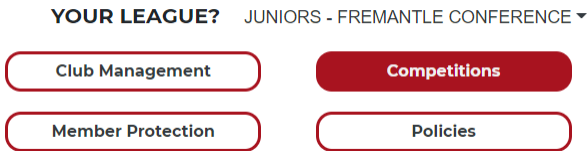
Penalties include:

- \$500 bond against a club
- \$1000 fine, escalating with additional fines during the season
- Suspension of coaches, officials or spectators
- De-registration of coaches or officials

## 8 Modified Competition Rules

Normal AFL Laws of Australian Football have been modified for all levels of Junior Football. The “master” competition rules for Junior Football are available at on the WAFC Club Hub.

- Go to <http://clubhub.wafootball.com.au>
- Select League as “Juniors – Fremantle Conference” and “Competitions”



- You will see “master” Competition Rules for Year 3-7 Open Competitions:
  - Youth Football Year 7 - Year 8 Competition Rules
  - Junior Football Year 5 - Year 6 Competition Rules
  - Junior Football Year 3 - Year 4 Competition Rules

The East Fremantle District Junior Football competition has made a small number of modifications which override these “master” Competition Rules. These are available at:

<http://www.sharksdistrict.com.au/clubs-and-competitions/east-fremantle-resources>

It is very important that all participants, including parents and spectators, understand these modified rules so games can be run as designed and support the development of players.

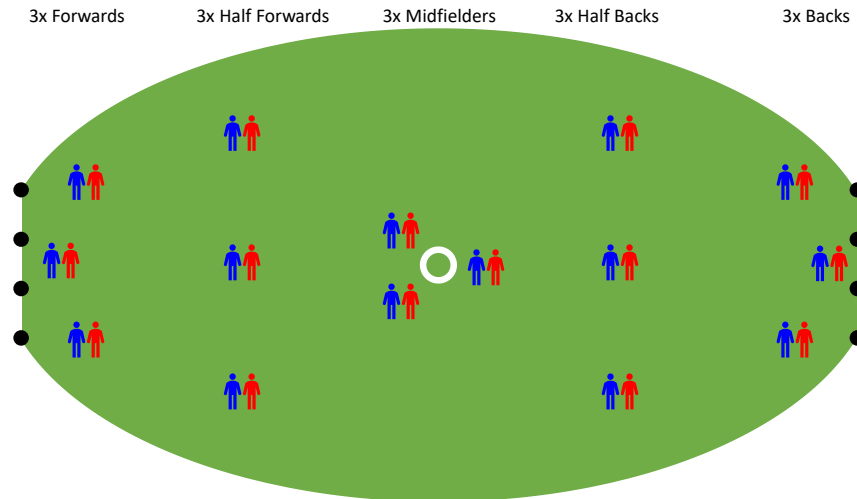
## 9 Player Positions

As per AFL Laws of Australian football, there are fixed player positions for Centre Bounce restarts. Umpires can penalise teams who are not in correct positions prior to centre bounces.

### 9.1 Year 3 – Year 6 Player Positions for Centre Bounces

At centre bounces Year 3 to Year 6 teams must have:

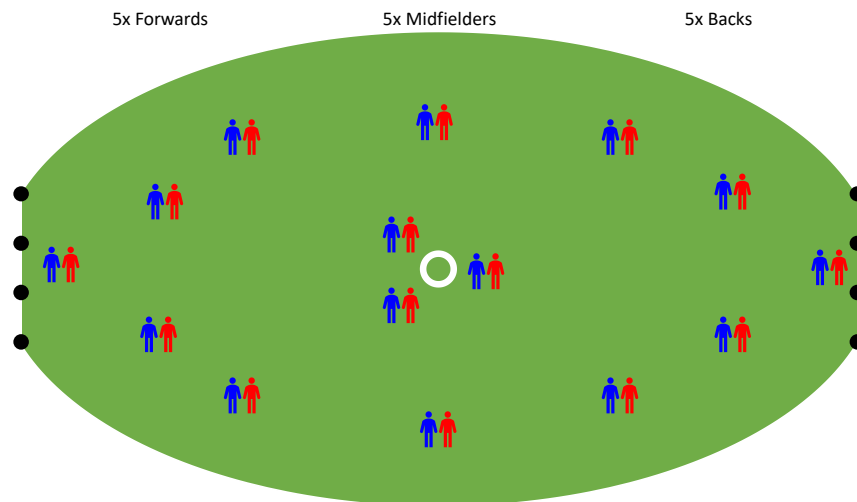
- 5 lines of three players each – full forwards, half forwards, midfield, half backs, full backs
- A player from each team must be in the “goal square” at each end
- A maximum of 3 players within 20m of the centre circle



### 9.2 Year 7 Player Positions for Centre Bounces

At centre bounces Year 7 teams must have

- 3 groups of five players – forwards, midfield, backs
- A player from each team must be in the “goal square” at each end
- A maximum of 3 players within 20m of the centre circle



### 9.3 Rotating Players Through All Positions

As described in WAFC POL.04 - Equal Opportunity Policy:

- *It's the role of the coach to ensure all players, regardless of their age, size, gender, ability or the competition they are playing in, are given an equal opportunity to play in a variety of positions on the field*

This means, as a coach, you must provide opportunities for all players to play in all positions across the season. Developing all players to play as forwards, midfielders and defenders is a fundamental requirement as a coach.

- *Every player in a team must play at least half (50%) of a game*
- *All players must play equal game time across the season*

All players on your team must play equal game time across the season. At a minimum in each individual game, all players must play a minimum of 50% of the game.

# 10 Game-Day Even-Up

When teams do not have the 'standard' number of players on game day, teams must even-up. This is defined in *WAFC POL. 15D - Game Day Player Even Up*. Note that:

- In all instances, it is an even up rule – not an even down rule. Teams need to even-up to the maximum number of players possible on the field. The argument of “I don’t want to give them players, I will just rest mine and play less players” is not acceptable and sees the coach risking a citation and possible deregistration
- If a player is injured on one side and unable to be replaced, then the even up rule is enforced and the opposing team must remove a player
- If player numbers change during the game (e.g. if players arrive late or players are injured) even-up player numbers are re-done at the next quarter break

The following matrix guides Team Managers on the number of players on-field in an Even-up situation. Even-up only applies to players on the field, not on the bench.

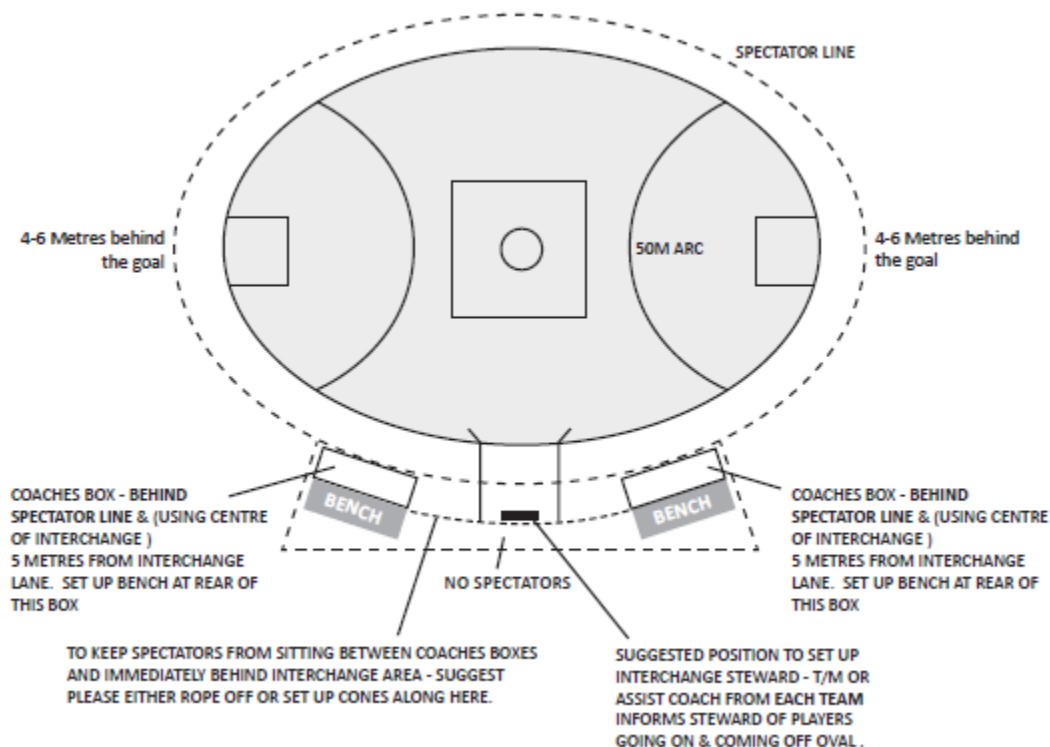
15-a-side		Team B (AWAY) - Number of Players on Team Sheet										
		9	10	11	12	13	14	15	16	17	18+	
Team A (HOME) - Number of Players on Team Sheet	9	9-as-side. No Bench.	9-as-side. Team B has 1 on Bench.	10-as-side. Team B gives Team A 1 player(s). No Bench.	10-as-side. Team B gives Team A 1 player(s). Team B has 1 on Bench.	11-as-side. Team B gives Team A 2 player(s). No Bench.	11-as-side. Team B gives Team A 2 player(s). Team B has 1 on Bench.	12-as-side. Team B gives Team A 3 player(s). No Bench.	12-as-side. Team B gives Team A 3 player(s). Team B has 1 on Bench.	13-as-side. Team B gives Team A 4 player(s). No Bench.	13-as-side. Team B gives Team A 4 player(s). Team B has 1 on Bench.	As show left, with extra players on the bench
	10	9-as-side. Team A has 1 on Bench.	10-as-side. No Bench.	10-as-side. Team B has 1 on Bench.	11-as-side. Team B gives Team A 1 player(s). No Bench.	11-as-side. Team B gives Team A 1 player(s). Team B has 1 on Bench.	12-as-side. Team B gives Team A 2 player(s). No Bench.	12-as-side. Team B gives Team A 2 player(s). Team B has 1 on Bench.	13-as-side. Team B gives Team A 3 player(s). No Bench.	13-as-side. Team B gives Team A 3 player(s). Team B has 1 on Bench.	14-as-side. Team B gives Team A 4 player(s). No Bench.	
	11	10-as-side. Team A gives Team B 1 player(s). No Bench.	10-as-side. Team A has 1 on Bench.	11-as-side. No Bench.	11-as-side. Team B has 1 on Bench.	12-as-side. Team B gives Team A 1 player(s). No Bench.	12-as-side. Team B gives Team A 1 player(s). Team B has 1 on Bench.	13-as-side. Team B gives Team A 2 player(s). No Bench.	13-as-side. Team B gives Team A 2 player(s). Team B has 1 on Bench.	14-as-side. Team B gives Team A 3 player(s). No Bench.	14-as-side. Team B gives Team A 3 player(s). Team B has 1 on Bench.	
	12	10-as-side. Team A gives Team B 1 player(s). Team A has 1 on Bench.	11-as-side. Team A gives Team B 1 player(s). No Bench.	11-as-side. Team A has 1 on Bench.	12-as-side. No Bench.	12-as-side. Team B has 1 on Bench.	13-as-side. Team B gives Team A 1 player(s). No Bench.	13-as-side. Team B gives Team A 1 player(s). Team B has 1 on Bench.	14-as-side. Team B gives Team A 2 player(s). No Bench.	14-as-side. Team B gives Team A 2 player(s). Team B has 1 on Bench.	15-as-side. Team B gives Team A 3 player(s). No Bench.	
	13	11-as-side. Team A gives Team B 2 player(s). No Bench.	11-as-side. Team A gives Team B 1 player(s). Team A has 1 on Bench.	12-as-side. Team A gives Team B 1 player(s). No Bench.	12-as-side. Team A has 1 on Bench.	13-as-side. No Bench.	13-as-side. Team B has 1 on Bench.	14-as-side. Team B gives Team A 1 player(s). No Bench.	14-as-side. Team B gives Team A 1 player(s). Team B has 1 on Bench.	15-as-side. Team B gives Team A 2 player(s). No Bench.	15-as-side. Team B gives Team A 2 player(s). Team B has 1 on Bench.	
	14	11-as-side. Team A gives Team B 2 player(s). Team A has 1 on Bench.	12-as-side. Team A gives Team B 2 player(s). No Bench.	12-as-side. Team A gives Team B 1 player(s). Team A has 1 on Bench.	13-as-side. Team A gives Team B 1 player(s). No Bench.	13-as-side. Team A has 1 on Bench.	14-as-side. No Bench.	14-as-side. Team B has 1 on Bench.	15-as-side. Team B gives Team A 1 player(s). No Bench.	15-as-side. Team B gives Team A 1 player(s). Team B has 1 on Bench.	16-as-side. Team B gives Team A 2 player(s). No Bench.	
	15	12-as-side. Team A gives Team B 3 player(s). No Bench.	12-as-side. Team A gives Team B 2 player(s). Team A has 1 on Bench.	13-as-side. Team A gives Team B 2 player(s). No Bench.	13-as-side. Team A gives Team B 1 player(s). Team A has 1 on Bench.	14-as-side. Team A gives Team B 1 player(s). No Bench.	14-as-side. Team A has 1 on Bench.	15-as-side. Team A gives Team B 1 player(s). No Bench.	Proceed as normal football game. 15-a-side with extra players on bench.			
	16	12-as-side. Team A gives Team B 3 player(s). Team A has 1 on Bench.	13-as-side. Team A gives Team B 3 player(s). No Bench.	13-as-side. Team A gives Team B 2 player(s). Team A has 1 on Bench.	14-as-side. Team A gives Team B 2 player(s). No Bench.	14-as-side. Team A gives Team B 1 player(s). Team A has 1 on Bench.	15-as-side. Team A gives Team B 1 player(s). No Bench.					
	17	13-as-side. Team A gives Team B 4 player(s). No Bench.	13-as-side. Team A gives Team B 3 player(s). Team A has 1 on Bench.	14-as-side. Team A gives Team B 3 player(s). No Bench.	14-as-side. Team A gives Team B 2 player(s). Team A has 1 on Bench.	15-as-side. Team A gives Team B 2 player(s). No Bench.	15-as-side. Team A gives Team B 1 player(s). Team A has 1 on Bench.					
	18+	As above, with extra players on the bench										

## 11 Ground Layout Recommendations

For Clubs with teams in many Year Groups, accommodating the different ground size requirements can be a challenge. Here are some recommended consolidated ground sizes to cover all combinations from Year 3 to Year 12, Open and Female.

Competition	WAFC Competition Rules		Recommended Size	
	Length	Width	Length	Width
Year 3-4 Open & Female	80-100m	50-75m	100m	75m
Year 5-6 Open & Female	90-110m	70-85m		
Year 7-8 Female	90-110m	70-85m		
Year 7-8 Open	110-140m	70-110m	130m	100m
Year 9-11 Female	110-140m	70-110m		
Year 9 15-a-side (Male)	120-150m	90-120m		
Year 9-12 18-a-side (Male)	135-185m	110-155m	Full Size	

Please refer to By Law POL.15A Ground Preparation – note that the Competition Executive approves the use of cones to mark out non-Full Size boundary lines. The mark Full Size boundary lines must be marked in paint.



## 12 Fixture Changes

All requests to change fixtures, hold scratch matches, or forfeit games must be sent to the Competition Executive.

- **Fixture Changes:** Teams and Clubs agree on a change to a Fixtured Game. The Home team must contact the East Fremantle District Registrar to request the change. Umpires must agree to the change based on umpire availability
- **Forfeits:** Team forfeiting a game must notify the Competition Executive by 10PM on the Thursday prior to the fixtured time slot, with good reasons for Forfeiting the game Penalties apply if Clubs fail to do so

## 13 Regrading Teams & Competitions

As described in *WAFC POL.10C Competitions Policy: Fixtures* the Competition Executive may regrade teams to ensure an even competition. As per the policy:

- Any regrading of competitions will be completed before Round 6
- [Year 7 only] All premiership points and percentage of the whole competition being regraded will be reset to zero

## 14 Umpire Feedback

Constructive feedback for umpires of a game can be provided to the East Fremantle District Umpire Manager – these should be reviewed by a Club President, Coaching Coordinator or Registrar prior to sending to the East Fremantle District Umpire Manager.

Umpire Feedback forms can be downloaded from:

<http://www.sharksdistrict.com.au/clubs-and-competitions/east-fremantle-resources>

## 15 Team Attire

Only FLESH, BLACK, WHITE or the colour of the club shorts skins are to be worn on game days. Skins must be of the short size length

All Coaches, Assistant Coaches and Team Managers must be correctly dressed in their club's shirt/attire. This includes stand in volunteers on game day.

- Team Runners must wear a **Yellow Vest/Shirt**, appropriate sports shorts/tracksuit pants and running shoes (no thongs, bare feet or jeans)
- Water Carriers must wear **Blue Vest/Shirt**
- Boundary Umpires must wear **White Vest/Shirt**
- First Aid person must wear a **White Vest with a Green Cross**
- Goal Umpires are required to wear a **White Coat**

## 16 Game Day Checklist for Team Managers

**Please ensure these guidelines are followed and the timelines are met by all involved.**

**For all enquiries please contact your Club Registrar or the East Fremantle District Registrar.**

Note: The team mentioned first in the fixtures is the Home Team.

### 16.1 Before the Start of the Season

- Get access to SportsTG (FootyWeb)
- Ensure you have emergency contacts and details (e.g. allergies) for all players and officials
- Set up a Match Day Volunteer roster
- Send Codes of Conduct, Competition Rules, etc to all officials, parents and supporters!



## 16.2 Match Day For Year 3-6 Team Managers

### Before the Match

- Prepare your Team Sheet in SportsTG (prior to arriving at the ground)
  - Include all Players with jumper numbers
  - Include all Team Officials – Coaches, Team Manager, Interchange, First Aid, Water Carriers
  - Head Coach must be AFL Level 1 accredited to be selectable
  - **Print the Team Sheet and bring to the match - any changes on match-day can be written on the Team Sheet**
- Compete JLT Match Day Checklist (Home Team only) - required for Insurance compliance
- Speak to the other Team Manager and Officials – say g'day
- Meet the Umpires - **Umpire must review and sign the Team Sheet 20 minutes before the start of the Match**
- Arrange Match Day Volunteers – as well as Team Officials you will need
  - Timekeeper (Home Team Only)
  - Goal Umpire
- Give a Score Card to the Goal Umpire for the match

### During the Game

- Speak to the other Team Manager to address any questions or issues
- Speak to the Umpire during breaks in play – ask how the game is going, any team issues to be addressed, etc
- Write any late arriving players (before half time) on the Team Sheet
- Write any Even-up player details on the Team Sheet each quarter (player received or sent)
- Timekeeper starts and stops the timer, sounds the siren, etc
- Goal Umpire records the score, checks with the other Goal Umpire during breaks

### After the Game

- Team Managers to meet the Umpires
  - Confirm the umpire has completed reports on the Match Day app
  - Both Team Managers pay the Umpires (see Junior Football Umpire Fees on Club Hub)
- Team Manager ensures they have:
  - Completed Team Sheet
  - Score Cards – each Team Manager keeps a score card
- In SportsTG – **prior to 9PM Sunday Night**
  - Adjust online team sheet to reflect who played and who did not play - remove/add players as per team sheet
  - (Home Team Manager only) Enter scores to the online scoring section on SportsTG – *note that these scores will not be published. Scores will only be used by Competition Exec to monitor the evenness of Competitions*

## 16.3 Match Day For Year 7 Team Managers

### Before the Match

- Prepare your Team Sheet in SportsTG (prior to arriving at the ground)
  - Include all Players with jumper numbers
  - Include all Team Officials – Coaches, Team Manager, Interchange, First Aid, Water Carriers
  - Head Coach must be AFL Level 1 accredited to be selectable
  - **Print the Team Sheet and bring to the match - any changes on match-day can be written on the Team Sheet**
- Compete JLT Match Day Checklist (Home Team only) - required for Insurance compliance
- Speak to the other Team Manager and Officials – say g'day
- Meet the Umpires - **Umpire must review and sign the Team Sheet 20 minutes before the start of the Match**
- Arrange Match Day Volunteers – as well as Team Officials you will need
  - Timekeeper (Home Team Only)
  - Independent Scorer (Home Team Only)
  - Goal Umpire
  - Interchange Steward
- Give out Score Cards to the Goal Umpire and Independent Scorer

### During the Game

- Speak to the other Team Manager to address any questions or issues
- Speak to the Umpire during breaks in play – ask how the game is going, any team issues to be addressed, etc
- Write any late arriving players (before half time) on the Team Sheet
- Write any Even-up player details on the Team Sheet each quarter (player received or sent)
- Timekeeper starts and stops the timer, sounds the siren, etc
- Goal Umpire records the score, checks with the other Goal Umpire and the Independent Scorer during breaks
- Interchange Steward records player interchanges in the app – remember to start the timer!

### After the Game

- Team Managers to meet the Umpires
  - Confirm the umpire has completed reports on the Match Day app
  - Both Team Managers pay the Umpires (see Junior Football Umpire Fees on Club Hub)
- Team Manager ensures they have:
  - Completed Team Sheet
  - Score Cards – Away Team Manager (x1) and Home Team Manager (x2 Goal Umpire & Independent Scorer)
  - Complete Interchange App
- In SportsTG – **prior to 9PM Sunday Night**
  - Adjust online team sheet to reflect who played and who did not play - remove/add players as per team sheet
  - (Home Team Manager only) Enter scores to the online scoring section on SportsTG – note that these scores will not be published. Scores will only be used by Competition Exec to monitor the evenness of Competitions
- In the Interchange App – sync Interchange data

#### **16.4 Club Registrars - Prior to 9PM Sunday Night**

Club Registrars must check all team sheets and scorecards to information recorded by Team Managers in Sports TG by 9pm Sunday night. Team sheet and scorecards are kept at club level.

If and when there is a report, the Report by Umpire documents are to emailed to the East Fremantle District Registrar by 9pm on Sunday Night following the incident. General rule is to advise District Registrar and/or Competition Director immediately following any reports.

If there are any game day discrepancies the Club Register will be asked to send a copy of the paper team sheet to the East Fremantle District Registrar

Any published results will be available on SportsTG by the Wednesday after matches are played.

## 17 Game Times & Sirens

The WAFC Policy WAFC POL.15C Match Duration defines the duration of all matches and breaks.

The home team must provide a Time Keeper, a timer and a siren for the match. The sequence is as follows.

When	Sound Siren
Umpires enter Playing Arena	1 time
2 minutes prior to Match or Quarter Start Time	3 times
1 minute prior to Match or Quarter Start Time	2 times
Umpire holds the ball up for Start of Quarter <ul style="list-style-type: none"> <li>Quarter Duration: 15 minutes</li> </ul>	1 time
Umpire signals End of Quarter <ul style="list-style-type: none"> <li>Half-Time Break: 10 Minutes</li> <li>1st and 3rd Quarter Time Break: 5 Minutes</li> </ul>	1 time

## 18 SportsTG Game-Day App & Ground Inspections

The SportsTG Game Day app enables Team Managers to manage key aspects of their team – most importantly the pre-game Ground Inspection required for JLT insurance coverage.

Search for “Match Day Paperwork” from SportsTG in your app store, or click these links:

iOS: <https://itunes.apple.com/au/app/match-day-paperwork/id1086793851>

Android: <https://play.google.com/store/apps/details?id=com.foxsportspulse.matchdaypw>

## 19 Interchange Recording (Year 7 Only)

The *Player Rotation Policy (Equal Opportunity)* in the Junior Club Manual states that every player on a team should:

- play at least half the game time during a game
- have an equal amount of game time during the season

From Season 2018 we will be using the Interchanger system to record Player Game time for all Youth Competitions (Year 7-12s, Year 7-11 Girls) to monitor player game time and ensure teams and coaches comply with this Policy. Coaches should be planning player rotations to ensure this occurs.

The system consists of:

- An iPad app to be used by the Interchange Steward for recording player interchanges during a game. See <https://itunes.apple.com/us/app/interchanger/id576280408?ls=1&mt=8>
- A web portal for all Teams, Clubs and the Competition Exec, where overall player game time can be monitored for the season. See <http://www.interchanger.com.au>

Information on how to use the iPad app and the Web Portal can be found at <http://www.interchanger.com.au/faq>. Teams and Clubs are required to do the following:

### Before the Season – Team Manager or Interchange Steward

1. The Competition Exec will provide all Teams with login details to the <http://www.interchanger.com.au> web site
2. Teams install the Interchanger app onto their existing iPad
3. Teams add all players for their Team via the iPad app

### During a Game – Interchange Steward

1. Set the starting on-field players and bench players
2. Start the timer at the beginning of each quarter. Remember to stop the timer at the end of the quarter
3. As players come-off and -on the bench, drag and drop the players on the iPad app to record the interchange
4. **Ensure that all players have played at least 50% of game time before the end of the game**
5. Note:
  - a. Recording which part of the field the player is in (forward, midfield, back) is not required
  - b. There is a limit of 18 players on the field. 15-a-side teams will obviously not use all 18 on-field player slots.
  - c. If you are evening-up with the other team, your players that are evening-up should be on the field – if there are not enough on-field slots, just leave the player on the bench (this will be updated in the App in a future release). Remember, players evening-up must be recorded (handwritten) on the Opposition Team sheet

### During the Season – Coach / Team Manager / Club Exec

1. Login to the Interchanger web portal <http://www.interchanger.com.au> to view player game time across the season
2. The **%Game Time for all players over the season must be even** – the Competition Exec will accept a tolerance of about 10%, but we do not want to see some players getting >90% game, and others barely getting 50%
3. Club Executive (e.g. Coaching Coordinator) can log into the Interchanger web portal to monitor Equal Game Time Compliance for all Teams

## 20 Forms

The following forms are used in the East Fremantle District Competition – they are described in the remainder of this document.

<b>Form</b>	<b>Purpose</b>	<b>Section</b>
Incident Form	Reporting an Incident to the Competition Executive	Incident Process Page 8
Umpire Feedback Forms	Feedback on Umpires for the East Fremantle Umpire Coordinator	Umpire Feedback Page 15
Player Injury Report Form	Recording player injury details to assist with insurance, etc.	

Forms are available on the East Fremantle District web sites at

<http://www.sharksdistrict.com.au/clubs-and-competitions/east-fremantle-resources>