



2011 TEAM MANAGER'S HANDBOOK

A step by step guide for all WRFL Team Managers.

This document is not a complete set of rules, it is designed as an operations' manual specifically for team managers.

WRFL Contact Details

General Manager – Football Operations: David Newton (Saturday Contact)

Ph: 9315 5400 or 0410 628 067

e-mail: d.newton@wrfl.asn.au

Football Operations/ Club Development Officer: Tim Shellcot (Sunday Contact)

Ph: 9315 5400 or 0403 764 924

Email: t.shellcot@wrfl.asn.au

WRFL Offices: Level 1 South, Whitten Oval

Postal Address: 417 Barkley Street Footscary West Vic 3012

Club Contact Details

Administrator:

Phone Numbers:

E-mail:

2011 WRFL TEAM MANAGER'S HANDBOOK

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1. DURING THE WEEK

1.1 New Registrations

To gain registration all players must register on the WRFL's official forms, be entered on the WRFL Members Database and a copy of the registration form must be submitted to the WRFL Offices by noon on the Friday preceding the first match in which the player participates.

Players who have played at a different club within the previous 2 seasons will require a clearance from their former club (see 1.2 below).

It is the Club's responsibility to ensure that players have been registered with the WRFL. Lodgement of forms does not constitute registration. The WRFL will inform the Club's clearance/registration secretary via email when a player becomes registered.

Clubs are required to maintain copies of Proof of age which is required in the form of birth certificate, extract of birth, letter from the player's school, statutory declaration signed by parent, passport or drivers licence

1.2 Junior Registration Process (New Rule)

The ID cards that have been included in the junior registration process will no longer be required. Clubs are to maintain copies of the registration forms and proof of birth. At any stage the WRFL can request copies of these documents and clubs will need to submit them to the WRFL within 24 hours.

1.3 Clearances

Any new players who have played at another club in the past two years will require a clearance. For junior players under 13 these are generally automatic but is still to be lodged on the registration / clearance form.

Your club administrator will control all clearances. However it is important to note that clearances can take up to 6 business days to be processed by the former club, so it is very important that you pass on any forms requiring clearance to the administrator as soon as possible.

1.4 Underage Eligibility

Players must not be any more than two (2) years younger than the age group they are playing without the permission of the league GM – Football Operations. Players must have turned 7 by January 1st 2010 to play in the Under 9 age group.

To participate in the following age groups in 2011, a player must be born on or after;

Under 9: 2nd January 2002
Under 10: 2nd January 2001
Under 11: 2nd January 2000
Under 12: 2nd January 1999
Under 13: 2nd January 1998
Under 14: 2nd January 1997
Under 15: 2nd January 1996
Under 16: 2nd January 1995

1.5 Collection of Team Sheets

Your teamsheet will be distributed via the club administrator; generally these will be distributed at training prior to each game.

1.6 Match Times

Grade	Start Time	Qtr Lengths (Minutes)	Time On	¼ Time Break (Mins)	½ Time Break (Mins)	¾ Time Break (Mins)
Div 1 and 2 Seniors	2:15	20	YES	5	15	7
Div 1 and 2 Reserves	12:00	22**	NO*	4	15	6
Under 18	9:45	22	NO*	5	10	5
Under 16	2:05	22	NO*	5	10	5
Under 15	2:05	22	No*	5	10	5
Under 14	12:05	20	NO*	3	10	5
Under 13	12:05	20	NO*	3	10	5
Under 12	10:20	17	NO*	3	10	5
Under 11	10:20	17	NO*	3	10	5
Under 10	8:50	15	NO*	3	7	3
Under 9	8:50	15	NO*	3	7	3

* However, clock stops while stretcher on ground

** Should the third quarter of a senior reserves game not commence by 1.10pm, the remaining time before 2.00pm is to be determined, subtracted by six (6) minutes (three quarter time) and divided by two (2). This figure shall be the length of the remaining two quarters.

Finals Matches

Grade	Start Time**	Qtr Lengths (Minutes)	Time On	¼ Time Break (Mins)	½ Time Break (Mins)	¾ Time Break (Mins)
Div 1 and 2 Seniors	2:15	20	YES	5	15	7
Div 1 and 2 Reserves	11:50	17	YES	4	15	6
Under 18	9:30	17	YES	5	10	5
Under 16	2:05	17	YES	5	10	5
Under 15	2:05	17	YES	5	10	5
Under 14	12:05	15	YES	3	10	5
Under 13	12:05	15	YES	3	10	5
Under 12	10:20	14	YES	3	10	5
Under 11	10:20	14	YES	3	10	5

** Start times will vary depending on ground allocations.

1.7 Player Clothing Orders

Match day clothing must be ordered through your club. There are two styles of shorts available:
 - Traditional tab/elastic waist style

- Baggy style elastic / tie cord.

All age groups except under 9 and 10's must wear white shorts for away games and club colours for home games. Under 9 and 10's wear club colours for every game.

1.8 Coach and Trainer Accreditation

Coaches must be at least Level 1 accredited to coach teams in the WRFL. They must produce a AFCA coach's card to the umpires before the game, and on demand to prove their accreditation. Coaches will be granted an interim coaching permit provided they are enrolled in a course to attain their required accreditation, and provide a letter of request from the club president. Details of courses are provided to your club's administrator.

Each team must have one accredited trainer when they are playing at home (and one per team for all finals matches). Should the home team not supply an accredited trainer, and the away does not have one, the game shall not proceed. Trainer forms listing minimum qualifications are available from the web-site or the office. WRFL trainer cards must be produced to verify accreditation.

2. GAME DAY – PRE-GAME

2.1 Ground Inspection

A Ground Inspection Report must be complete before the first game on a ground each day. You administrator will supply this form if you are the first game for the day. It must be completed and displayed in the umpires' rooms before any match can commence. Should the ground not be fit for football the umpires must be alerted and the problem rectified within 30 minutes. If it cannot be rectified within that time, the game is cancelled and the result decided by the WRFL.

Ground inspection also includes ensuring that the lines are properly marked and the goal-posts have adequate padding.

2.2 Match Day Staff

The Team Manager is responsible for the filling of the following positions with suitable people each match-day.

Coach (1) – As discussed earlier

Trainer (1 if home game) – As discussed earlier

Umpire Escort (1) – Must wear the WRFL escort jacket and escort (one each side) umpires to and from the arena at the beginning, half-time and end of match. Must also surround the umpires at quarter and three-quarter time and take reasonable steps to ensure their safety at all times. For senior and reserves games, the escorts must place 4 cones around the umpires in the centre of the ground at all breaks.

Time-keeper (1) – Have knowledge of the timing requirements of matches (as listed in this manual) and a suitable clock with stop/start facility. For home games a siren must be available for use. Must be supplied with timekeeper's cards and send off cards to record send off times. See Appendix 6 for specific instructions.

Runner (1) – Delivers messages from the coach to the players. Must not be inside 50 meter arc during kick outs – penalty applies. They must wear an official WRFL runners top (Orange)

Water-persons (maximum 4 inclusive of trainers. i.e. one trainer and 3 water-persons, 2 trainers and two water-persons) – Allowed to deliver water only to players and must be wearing the official WRFL top (Green). For senior and reserve matches numbers are to be worn on the back of tops. Must not be inside 50 meter arc during kick outs – penalty applies. They are not allowed within ten meters of the coaches' box.

Goal Umpire (1 for junior and Under 18 games - as required for senior/reserve games) – Must be at least 16 years of age, wear the appropriate white coat, and be competent to adjudicate decisions fairly and consistently.

Boundary Umpire (1 for junior and Under 18 games - as required for senior/reserve games) – Must be at least 14 years of age, wear the appropriate white top, and be competent to adjudicate decisions fairly and consistently, and return the ball appropriately back in to play.

Field Umpire (as required) - Must be at least 16 years of age, wear the appropriate white top and shorts, and be competent to adjudicate decisions fairly and consistently. A club umpires' course will be run to the 27th of March and again on the 15th of May (Ask Club Admin for more details) to assist these volunteers. Outside these courses assistance can be sought from the umpires division by contacting David Newton on 9315 1377. Club Umpire instructions are available from the Club Administrator.

2.3 Balls

Two balls must be provided for use for each game by the home team. For Senior games, a new ball must be one of the two balls made available. For Division 1 Senior games, the new ball must be used to start each game.

For all finals games (except grand finals) each club must supply one new ball for each game.

2.4 Player Clothing

Umpires shall inspect players for the appropriate clothing. Players are expected to wear Club official jumpers and socks. Away teams are expected to wear white shorts, except in Under 9 and 10 grades. Bike shorts are to be skin colour or shorts colour. Umpires may also check that badges on jumpers are official League badges.

2.5 Team-Sheets

Player List

A list of players will appear on your teamsheet each week. This list is in alphabetical order of the players who have played most recently. You can add players in the spaces at the bottom of the page. You must also enter the player's registration number.

If a player is appearing on your teamsheet in error, please place a line through this person and write DELETE next to the player's name.

Officials List

Down the right hand side of the sheet fill in the respective officials (with signatures and I.D. numbers where appropriate) before handing to umpire before the game.

Maximum Player Numbers

Div 1 and 2 Senior Grade teams play 18 per side with 4 interchange players (Maximum 22 players on teamsheet)

Division 1 Reserve Grade plays 18 per side with 6 interchange players (24)
Division 2 Reserve Grade plays 16 per side with 6 interchange players (24)
Under 18 play 18 per side with 7 interchange players (25)
Under 9 to 16 play 18 per side with 7 interchange players (25)

2.6 Umpire Introductions

For junior games the umpires will enter the rooms roughly 30 minutes before the game to check I.D. cards and introduce themselves to the players.

For senior games the umpires will enter the rooms roughly 30 minutes before the game to introduce themselves to the players.

Coaches and managers are expected to make this process enjoyable for all parties and to ensure players give the umpires the due respect.

2.7 Late Arrival Procedures

Additional players (to complete the teams permitted number) may take their place in the team at any time before the start of the final quarter. The field umpire is to be advised of such addition by the runner giving to the umpire at a break in play a completed approved "Late Arrival Form". The names and signatures of such player/s must be added to the team list immediately after the conclusion of either the first half, or the final quarter. It is recommended that you keep a supply of the late arrival form with this manual. They can be found on the website.

3. GAME DAY – DURING THE GAME

3.1 Blood Rule

The WRFL follows the old AFL Blood Rule. Put simply;

- The umpire shall stop the game when he/she notices blood on any player or official
- The player or official must leave the playing area and play will not resume until the player is off the ground and a replacement player (if available) is in position.
- All blood flow must have ceased and be covered or not be visible before rejoining the match. All blood must also be removed from the player or official's clothing before they are allowed to rejoin the match.

3.2 50 Metre Rule

All senior, under 18 and under 16 use the 50 meter rule. Under 9 to under 15 use the 15m rule.

3.3 Player Interchange

Clubs shall have free interchange at their discretion during home and away games and finals. The Player leaving the ground must interchange at the coach's box with the Player entering the ground (with the exception of seriously injured players). If not adhered to player cannot re-enter the arena for the remainder of the game.

3.4 Player Bench

A marked white line must be placed one (1) metre outside the boundary line immediately in front of the Coaches Box. All approved Club officials occupying the Coaches Box must stand behind this line

during the course of the game in order not to hinder the movement of the boundary umpires around the boundary line. Failure to stand behind the white line will incur a fine of \$50. All such approved Club officials cannot go around the boundary line further than 5 metres from either side of the "coaching bench area" save the runner or the trainer in the course of performing their duties and interchange players during warm up runs. Failure to comply will result in a free kick to the opposition being paid.

3.5 Order off rule

The field umpire has the power to report and/or order from the field any player or match official who commits a reportable offence, or in the case of under age competitions, whose conduct is considered not in the best interest of the league. A second yellow card offence during the same game results in a red card.

PENALTIES

Yellow card – Off for 15 minutes cannot be replaced in that time.

Red card – Off for remainder of the match and cannot be replaced.

Any player ordered from the field must head straight to the coaches box and remain there for the duration of the order off. Failure to do so will prohibit the player from returning to the field although they can be replaced after the 15 minutes has elapsed. Match officials ordered off must leave the playing arena.

The runner shall report to the timekeepers who will record the time of the order off, and report back to the timekeepers at the end of the order off time for the all clear for the player to return or be replaced.

3.6 Evening Up of Player Numbers

For all age groups up to and including Under 14 B, the evening up rule applies when one or both teams have less than 18 players available for the match. This rule has been revised this season to clarify some of the processes.

See Appendix 1 for a full copy of this rule.

3.7 Under 9 and 10 Modified Rules

See appendix 2 for the modified rules for Under 9 and Under 10 competitions.

4.0 GAME DAY – AFTER THE GAME

4.1 Club Umpire Procedures

In the event of a League Umpire or Accredited Club Umpire not being available, the captain of each team shall appoint, by mutual agreement, some other person to officiate, and he/she shall carry out all duties of the Umpire appointed.

4.2 Completing the Teamsheet

At the conclusion of the game, the team manager will head to the umpires room for the all clear. At this time they will receive their teamsheet back to fill in the quarter by quarter scores, goal kickers and best players (1=Best Player through to 6 = 6th best). It is important that you gather this information through out the game.

4.3 Reports/Set Penalties

1. The club delegate (team manager), when getting the all clear from the umpires, will be advised if any players have been reported.
2. If the player is offered a set penalty you must check if the player is happy to accept the penalty and report back to the umpires within 20 minutes.
3. Players not offered or not accepting a set penalty will be required at the tribunal on Tuesday night. It is important that you inform your club administrator of the report ASAP.

4.4 Communication of Scores

Please communicate with your administrator about this process. A manual will be available prior to the season.

4.5 Return of Paperwork

The umpires will collect the relevant paperwork and return it to the league. In the event of a club umpire being used, they must complete all relevant paperwork and organise to leave it with official umpires of following games, or deliver it to the WRFL office by 6pm on the day of the match. Supplies of the required paperwork are available from your club administrators.

Please ensure that club umpires have completed the Best and Fairest Voting on the Green Match Report form.

4.6 Umpire Reports

The umpire report form should be handed to your club secretary/admin person after the game, as these must be at the WRFL office by 12pm Wednesday.

4.7 Tribunal

Tribunal cases are heard on the Tuesday night following the incident. The venue for the tribunal is West Footscray YMCA in Essex Street. All cases begin at 6pm with Junior cases receiving priority as to when the cases are heard.

The umpire report sheet is seen as notification of required attendance. Unless otherwise notified the reported player, the chief witness and advocates are expected to be at the tribunal at the above times. The tribunal has the right to suspend witnesses (ie: the victim of the report) for non attendance.

Any required person unable to attend a hearing should obtain a written evidence form from the GM - Football Operations.

The Tribunal shall allow any evidence or witness to be lead or called before it at any hearing providing the party wanting to lead the evidence or call the witness shall, not later than 12 noon on the day of the hearing, lodge for the Secretary at the League Office a statement in writing containing:

- i. the nature of the evidence and it's relevance;
- ii. the name of the witness;
- iii. the substance of the evidence to be given by the witness;

- iv. that the evidence is direct evidence on the matter before the Tribunal not character evidence or evidence the witness has been told about by somebody else, it must be evidence of his/her own knowledge or it will not be allowed.

This Rule does not apply to any witness directed to attend a hearing by the umpire on the day of the match in which the report was made.

Make sure you discuss any reports with your club administrator ASAP to begin preparations for the case.

4.8 Finals Eligibility

Your Club Administrator will be able to assist you with any questions about finals qualifications of players.

APPENDIX 1 - Evening Up Rule

62. EVENING UP OF PLAYER NUMBERS

Where a team in divisions up to and including Under 14B have less than 18 players on their teamsheet, the following regulations shall apply:

- 62.1 if a team does not have 14 of its own registered players a scratch match will be played with the opposing team receiving a win by forfeit (as per regulation 18 herein).
- 62.2 where a team does not have a full 18 players, it must approach the opposing team and request that players be loaned to even up team numbers. This request should be made at least 15 minutes prior to the commencement of the match.
- 62.3 if the team requiring players does not make this request, then the opposing team may take the field with an additional two players (up to the maximum player numbers of 18 eg.: team A has 15 players and does not request players be loaned, team B may take the field with 17 players).
- 62.4 where a team has requested players be loaned and still takes the field with less than 18 players, the opposing team must also take the field with the same amount of players.
- 62.5 any goals kicked or best player votes received whilst playing for the opposing team should appear for the players regular team.
- 62.6 players on loan can be rotated back each quarter.
- 62.7 if a club requiring players does not have sufficient jumpers available the evening up rule will not apply.
- 62.8 player send offs or injuries occurred during the game will not result in evening up of players.
- 62.9 the evening up rule does not apply in finals matches.
- 62.10 the evening up rule can be used for grades above Under 14B with the full approval of both clubs.
- 62.11 teams failing to comply with these regulations will be subject to penalties at the discretion of the GM – Football Operations.

APPENDIX 2 – Under 9 and 10 Modified Rules (Under 11 and Under 12 – Kicking off the Ground)

14. MODIFIED RULES

14.1 Under 9 and Under 10 Modified Rules

Under 9 and Under 10 age group Juniors shall be conducted in accordance with modified rules.

Playing Ground: Normal size or of a size reduced down to a minimum of half an existing ground. Clubs must notify opposition clubs by the Thursday before the game should they be playing on a reduced sized ground.

Football: The use of all-weather synthetic balls of regulation size is to be used for all games, inflated to the manufacturer's specifications and is to have all official League markings.

Team: 18 per side. Interchange any time, any number of reserves. Players to be rotated every quarter ie. centre, backs, forwards. Excess players should be given to opposition team if they are short.

Playing Time: Four (4) quarters, 15 minutes duration. Every player shall be given half a game.

Start of Play: Game to be started by a ball up between rucks. Player must not grab ball at ball up. It must be knocked, palmed or punched. This applies to centre throw ups only.

Scrimmage: Ball up between two (2) players of equal height.

Out of Bounds: When out of bounds from a kick a free kick shall be awarded to nearest opponent. If in doubt to which team kicked it out, a ball up will take place five (5) metres in from boundary.

Tackling: Players can hold an opponent with their hands knock the ball from their hands, push the player in his/her side. However deliberate slinging to the ground is not allowed.

Bumping: A restrained bump is permitted. He/she is not allowed to continue running with the ball. Deliberate hard bumps will be penalised.

Shepherding: A player is allowed to block only an opponent not in possession of the ball.

Mark: Over any distance.

Bouncing the Ball: May bounce the ball only once then must dispose of it.

Kicking off the Ground: Not permitted if deliberate.

Order off Rule: As per WRFL other grades.

Staying in Position: Players must stay in their positions. It will be up to the umpires discretion to stop play and demand players return to their positions.

Spirit of Game: At the end of the game both teams are to gather in the centre and shake each other by the hand.

Game:

- No premiership points to be awarded.
- No publication of ladders.
- No WRFL awards to be made to individual Players.
- No final series to be played.
- No scores kept.
- No scoreboard to operate.

Tribunals: No system to operate (see regulation 39.3 herein).

Coach on Ground: Will only be permitted. However if he/she queries any decision of the umpire he/she will be ordered from the field. WRFL order off rule to apply.

Players Contradicting the Umpires Decision: Will be immediately ordered from the field as per WRFL order off rule.

Umpires: If umpires cannot be supplied by Umpires Association, it is expected that both sides provide an umpire.

Rewards from Aussie Footy: As given in the Aussie Footy program.

APPENDIX 3 - Match Day Fines Checklist (Pre Match)

	Item	Minimum Standard	Amount	
Umpires	Boundary Umpire - incorrectly dressed	White Shirt & Shorts	\$30	<input type="text"/>
	Boundary Umpire - incorrect age	Must be 16yrs of age or above	\$30	<input type="text"/>
	Boundary Umpire - not supplied		\$50	<input type="text"/>
	Club Umpire – incorrectly dressed	White Shirt & Shorts	\$50	<input type="text"/>
	Field Umpire - not supplied		\$100	<input type="text"/>
	Umpire Escort - incorrectly dressed	Umpires Escort Jacket (Green One)	\$30 per Qtr	<input type="text"/>
	Umpire Escort - not supplied		\$50 per Qtr	<input type="text"/>
	Goal Umpire - not supplied		\$50	<input type="text"/>
	Goal Umpire - incorrectly dressed	White Coat	\$30	<input type="text"/>
	Goal Umpire - incorrect age	Must be 16yrs of age or above	\$30	<input type="text"/>
	Goal Umpire - no flags		\$10	<input type="text"/>
	Team sheets - unsatisfactory		\$30	<input type="text"/>
	Team sheet - incorrect information		\$20	<input type="text"/>
	Team sheets - not supplied to league		\$100	<input type="text"/>
Players	Shorts - incorrect	Must be official WRFL supplied shorts	\$5	<input type="text"/>
	Shorts- incorrect webbing	Must have WRFL on webbing	\$5	<input type="text"/>
	Socks - incorrect	Must be official WRFL supplied socks	\$5	<input type="text"/>
	Jumpers - incorrect	Must be official jumper registered w/ WRFL	\$30	<input type="text"/>
	Bike Shorts - incorrect	Must be beige or shorts colour	\$5	<input type="text"/>
	Aluminium stops - not to be worn		\$30	<input type="text"/>
Scoreboard	Scoreboard - unsatisfactory	Must be clearly visible for all spectators	\$30	<input type="text"/>
	Scoreboard - not supplied		\$50	<input type="text"/>
Water Boy's	Water Persons - incorrect age	Must be 16yrs of age or above	\$20	<input type="text"/>
	Water Persons - incorrectly dressed		\$20	<input type="text"/>
Trainers	Trainers - incorrect age	Must be 16yrs of age or above	\$20	<input type="text"/>
	Trainers - incorrectly dressed	White top or club top	\$40	<input type="text"/>
	Trainer - accredited (home) or finals game - not supplied	Must have 1 for home games and 1 for any finals games	\$100	<input type="text"/>
Runner	Runner - incorrectly dressed	Orange Runners top	\$30	<input type="text"/>
Ground	Ground - incorrectly marked	As per WRFL Rules & Regulations	\$20	<input type="text"/>
	Fence Line - not marked	As per WRFL Rules & Regulations	\$50	<input type="text"/>
	Goals - not roped	For grounds without a Perimeter Fence	\$25	<input type="text"/>
	Goal Post Padding - Unsatisfactory		\$50	<input type="text"/>
	Boundary Line 4 metres	From the Perimeter Fence Line	\$50	<input type="text"/>
	Protective Line - coaches area	As per WRFL Rules & Regulations	\$50	<input type="text"/>
	Emergency Access	For a vehicle to the enter ground	\$100	<input type="text"/>
Equipment	Ball - unsatisfactory	As per WRFL Rules & Regulations	\$25	<input type="text"/>
Timekeeper	Siren - unsatisfactory		\$50	<input type="text"/>
	Late Start - 1 - 4 minutes		\$10	<input type="text"/>
	Late Start - 5 minutes		\$20	<input type="text"/>
	Timekeeper - incorrect age	Must be 16yrs of age or above	\$30	<input type="text"/>
	Timekeeper - not supplied		\$30	<input type="text"/>
	Timekeeper - seating	With a protected view of the game	\$30	<input type="text"/>
Alcohol	Alcohol – Being served at Junior matches	Clubs must have WRFL Permission	\$500	<input type="text"/>

APPENDIX 3 - Match Day Fines Checklist (During Game)

	Item	Minimum Standard	Amount	
Umpires	Cones - Senior umpires 1/4 & 3/4 time		\$50	<input type="checkbox"/>
	Leaving Oval - one exit / entry		\$100	<input type="checkbox"/>
	Umpire Escort - inappropriate behaviour		\$50 per Qtr	<input type="checkbox"/>
Players	Late Arrival Form - not supplied		\$30	<input type="checkbox"/>
Coaches	Coaches Box - ineligible persons		Free Kick	<input type="checkbox"/>
	Coaches - outside designated area		Free Kick	<input type="checkbox"/>
Facilities	Players change rooms – must be lockable		\$100	<input type="checkbox"/>
Drinks	Glass Container		\$100	<input type="checkbox"/>
Team Manager	Team sheet - failing to supply on request		\$30	<input type="checkbox"/>

APPENDIX 3 - Match Day Fines Checklist (After Game)

Umpires	Umpire Room Attendance		\$50	<input type="checkbox"/>
	Umpire Reports - not supplied	1 exception allowed per team	\$30	<input type="checkbox"/>
	Umpire Votes - dubious votes		\$50	<input type="checkbox"/>
	Umpire Votes - not supplied		\$50	<input type="checkbox"/>
	Match Day reports - incorrect	Green Form	\$30	<input type="checkbox"/>
	Match Day reports - not supplied	Green Form	\$100	<input type="checkbox"/>
Team Manager	Goal kicking - Division 1; Division 2 & Under 18 - not supplied		\$50	<input type="checkbox"/>
	Goal kicking - Division 1; Division 2 & Under 18 - incorrect		\$30	<input type="checkbox"/>
	Results via phone - late		\$30	<input type="checkbox"/>
	Results - wrong scores		\$30	<input type="checkbox"/>
Timekeeper	Under 9 / 10 finish by 10:15am		\$50	<input type="checkbox"/>

APPENDIX 4 - 2011 WRFL Club Grounds

<i>Albanvale Football Club</i>	Robert Bruce Reserve Gould Street DEER PARK 3023 Melways Page 25 E4
<i>Albion Football Club</i>	JR Parsons Reserve (Oval 1 & 2) Cnr. Stanford & Wright Streets SUNSHINE 3020 Melways Page 40 J3
<i>Altona Football Club</i>	Grant Reserve Sugar Gum Drive ALTONA 3018 Melways Page 54 G9
<i>Altona Juniors Football Club</i>	Grant Reserve Sugar Gum Drive ALTONA 3018 Melways Page 54 G9
<i>Braybrook Football Club</i>	Pennell Reserve Cnr. Cramwell & Burke Streets BRAYBROOK 3019 Melways Page 27 B10
<i>Caroline Springs Football Club</i>	No 1 & 2 Town Centre Oval The Crossing CAROLINE SPRINGS 3023 Melways Page 356 G9
<i>Coburg Districts Football Club</i>	Cole Reserve Cnr. Cumberland & Kent Roads PASCOE VALE 3044 Melways Page 17 B7
<i>Deer Park Football Club</i>	Deer Park Sports Oval Hume Street DEER PARK 3023 Melways Page 25 F8
<i>Flemington Juniors Football Club</i>	Bren Oval MacArthur Road PARKVILLE 3052 Melways Page 2A K1 (Under 18) JJ Holland Park Reserve Ovals 1 & 2 Kensington Road KENSINGTON 3031 Melways Page 42 J4 (Juniors)
<i>Glenorden Football Club</i>	Heatherdale Oval Cnr. Nightingale & Kookaburra Avenues WERRIBEE 3030 Melways Page 206 B4
<i>Hoppers Crossing Football Club</i>	Hogans Road Reserve Oval 1 & 2 Hogans Road HOPPERS CROSSING 3029 Melways Page 202 G9
<i>Laverton Magpies Football Club</i>	Laverton Park Cnr. Merton Street & Hall Avenue LAVERTON 3028 Melways Page 53 F10
<i>Newport Power Football Club</i>	Bryan Martyn Oval Market Street NEWPORT 3015 Melways Page 55 J5
<i>North Footscray Football Club</i>	Walker Oval, Hansen Reserve Roberts Street WEST FOOTSCRAY 3012 Melways Page 41 G6
<i>North Sunshine Football Club</i>	Dempster Park Phoenix Street NORTH SUNSHINE 3020 Melways Page 26 J9
<i>Old Westbourne Football Club</i>	Westbourne Schools Ground Sayers Road TRUGANINA 3029 Melways Page 203 B6
<i>Parkside Football Club</i>	Merv Hughes Oval (Henry Turner Reserve) Farnsworth Avenue FOOTSCRAY 3011 Melways Page 42 C1
<i>Point Cook Football Club</i>	Boardwalk Reserve Dunnings Road POINT COOK 3030 Melways Page 207 G3
<i>Port Melbourne Colts Football Club</i>	JJ Murphy Reserve (Woodruff & Williams Ovals) Williamstown Road PORT MELBOURNE 3205 Melways Page 56 K1
<i>Spotswood Football Club</i>	McLean Reserve (Ovals 1 & 2) The Avenue SPOTSWOOD 3015 Melways Page 41 K11
<i>St Albans Football Club</i>	Errington Reserve Main Road West ST ALBANS 3021 Melways Page 26 B1 (Juniors) Kings Park Reserve Gillespie Road ST ALBANS 3021 Melways Page 13 E10 (Seniors)
<i>St Bernards Football Club</i>	St Bernards College (Ovals 1 & 2) Beryl Street WEST ESSENDON 3040 Melways Page 27 K2
<i>Sunshine Football Club</i>	Kinder Smith Reserve Lily Street BRAYBROOK 3019 Melways Page 27 B12
<i>Sunshine Heights Football Club</i>	Ainsworth Reserve Cnr. Glengala Road & Vernon Crescent WEST SUNSHINE 3020 Melways Page 40 A1
<i>Werribee Centrals Football Club</i>	Galvin Park Shaws Road WERRIBEE 3030 Melways Page 205 G4
<i>Werribee Juniors Football Club</i>	Price Reserve Beach Road WERRIBEE SOUTH 3030 Melways Page 209 G11 Soldiers Reserve Cnr. College & Duncan Roads WERRIBEE 3030 Melways Page 206 A9
<i>West Footscray Football Club</i>	Shorten Reserve Cnr. Market & Essex Streets WEST FOOTSCRAY 3012 Melways Page 41 J3
<i>Williamstown Juniors Football Club</i>	Bayside College Bayview Street WILLIAMSTOWN 3016 Melways Page 55 K8
<i>Wyndham Vale Falcons Football Club</i>	Wyndham Vale Reserve Honour Avenue WYNDHAM VALE 3024 Melways Page 205 A8
<i>Wyndham Vale Juniors Football Club</i>	Wyndham Vale Oval Honour Avenue WYNDHAM VALE 3024 Melways Page 205 A8
<i>Yarraville Seddon Eagles Football Club</i>	Yarraville Football Ground Williamstown Road YARRAVILLE 3013 Melways Page 41 K8 (Seniors) McIvor Reserve, Harkhurst St, Yarraville, 3013

APPENDIX 5 - Western Region Football League Code Of Conduct

WRFL CODE OF CONDUCT

PREAMBLE

The WRFL view the development and expansion of under age football as a vital component in the promoting and maintaining Australian Rules football as a major sport throughout Australia.

To this end, it is important that as many children as possible not only learn the skills of the game, but are encouraged to develop an enthusiastic enjoyment of all aspects of the sport.

The Junior Board of the WRFL feels it essential to set down of a minimum code of conduct. This WRFL's Junior Board has found it most challenging to make the split between actual conduct of all those involved in under age football and those philosophies that we believe are critical to the overall conduct.

With this in mind, we have opted to make a dual presentation as follows:

1. A Code of Conduct for Junior players, club officials, coaches and spectators.
2. Philosophies intrinsic to under age football.

CODE OF CONDUCT

- Consumption of alcohol is strictly prohibited at any venue while under age football is being conducted.
- Players, spectators and officials should ensure that both on and off field behaviour is consistent with the principles of good sportsmanship.

Therefore:

- Swearing or abuse by either club official, player or spectator is not permissible at any time.
- Disputing umpire's decisions or behaving in an aggressive manner toward them is unacceptable. If there is a genuine concern, there are appropriate channels of communication in place.
- Aggressive behaviour and abuse toward opposition players, coaches, club officials or spectators is likewise unacceptable.
- All accredited coaches should be assessed by clubs regarding their knowledge of the Rules of the WRFL and their attitude toward working with young people. If their attitude or knowledge is inadequate, steps should be taken to enable them to attend the next available Coaches Accreditation Course for a further re-accreditation. Common sense should prevail if there is an attitudinal problem.

PHILOSOPHIES REQUIRED TO SUPPORT CODE OF CONDUCT

- All participants should understand that the Rules of the game are mutual agreements which no-one should evade or break. All those involved in under age football should strive to develop a respect for the League in which they participate, their club and their opponents.
- We all have an obligation to behave in a manner that will bring credit to ourselves, our club and the game of Australian Rules football.
- Players should be proud when walking off the ground after each game knowing they have given of their best.
- For the game to be enjoyable, players must have the opportunity to participate, learn and achieve their potential. The role of adults is to provide the environment for this to occur.

- Selection of teams and amount of field time given to players in under age football should not be decided on current ability only.
- Coaches must take into account the age group and skill level of those they are coaching - neither expecting too much nor too little.
- It is inappropriate in under age football for clubs with a large list of players in any one age group to neither loan nor make allowances for those clubs with smaller lists. Those teams with the greater number should play with no more than one extra player on the field.

PLAYERS' CODE OF CONDUCT

- Play for the "fun of it" and not just to please parents and coaches.
- Play by the rules.
- Never argue with an official. If you disagree, have your captain or coach approach the official during a break or after the game.
- Control your temper. Verbal abuse of officials or other players, deliberately fouling or provoking an opponent and throwing equipment is not acceptable or permitted in any sport.
- Work equally hard for yourself and your team. Your team's performance will benefit so will you.
- Be a good sport. Cheer all good plays whether they are by your team or the other team.
- Treat all players as you would like to be treated. Do not interfere with, bully or take unfair advantage of another player.
- Co-operate with your coach, team-mates and opponents.
- Without them there would be no game.
- At all times show respect and manners to every one concerned.

OFFICIALS' CODE OF CONDUCT

- Modify Rules and Regulations to match the skill of children and their needs.
- Compliment both teams on their effort.
- Be consistent, objective and courteous in calling all infractions.
- Condemn the deliberate foul as being unsportsmanlike and promote fair play and appropriate sports behaviour.
- Use common sense to ensure that overcalling violations does not lose the "spirit of the game" for children.
- Publicly encourage rule changes, which will enforce the principals of participation for fun and enjoyment.
- Actions speak larger than words. Ensure that both on and off the field your behaviour is consistent with the principals of good sportsmanship.
- Make a personal commitment to keep yourself informed of sound officiating principals and the principals of growth and development of children.

PARENTS' CODE OF CONDUCT

- If children are interested, encourage them to play sport. However, if a child is not willing to play, do not force him/her.
- Focus upon the child's effort and performance rather than the overall outcome of the event. This assists the child in setting realistic goals related to his/her ability by reducing the emphasis on winning.
- Teach children that an honest effort is as important as victory so that the result of each game is accepted without undue disappointment.
- Encourage children to always play according to the rules.
- Never ridicule or yell at a child for making a mistake or losing a game.

- Remember that children learn best from example. Applaud good plays by both teams.
- If you disagree with an official, raise the issue through the appropriate channel rather than question the official's judgement and honesty in public. Remember that most officials give their time and effort for your child's involvement.
- Support all efforts to remove verbal and physical abuse from sporting activities.
- Recognise the value and importance of volunteer coaches. They give of their time and resources to provide recreational activities for the children and deserve your support.
- Always remember two points: sportsmanship but most importantly let's all have fun.

SPECTATORS' CODE OF CONDUCT

- Children play organised sports for fun. They are not playing for the entertainment of spectators only, nor are they miniature professionals.
- Applaud good performance and efforts by your team and the opponents. Congratulate both teams upon their performance regardless of the games outcome.
- Respect the officials' decision. If there is a disagreement, follow the appropriate procedure in order to question the decision and teach the children to do likewise.
- Never ridicule or scold a child for making a mistake during a competition. Positive comments are motivational.
- Condemn the use of violence in any form, be it by spectators, coaches, officials or players.
- Show respect for your teams opponents, without them there would be no game.
- Encourage players to play according to the rules and the officials' decisions.
- Demonstrate appropriate social behaviour by not using foul language, harassing players, coaches or officials.

COACHES' CODE OF CONDUCT

- Abide by the Laws and Rules. The Laws of the Game and Rules of your Club/League.
- Teach the rules. Rules are mutual agreements which nobody should break.
- Group players competitively.
- Avoid overplaying talented players.
- Maximise fun. Place winning in perspective.
- Stress safety always.
- Consider maturity levels. Devise training programs to suit all.
- Develop team respect. For opponents, umpires and coaches.
- Recognise the importance of proper injury treatment.
- Keep up to date. With coaching developments.
- Attain coaching accreditation.
- Avoid derogatory language. Based on gender or race.

APPENDIX 6 – Time Keepers Instructions

16. TIMES OF MATCHES

All premiership matches shall commence at times directed by the Executive prior to the commencement of the season or as directed by the CEO during the season. Any club not ready to start at that time will be fined \$10.00 and if exceeded by five (5) minutes or more will be fined \$30.00. Should any club not be ready to start within 20 minutes of the appointed starting time, the opposing captain may claim the match on forfeit. The field umpire shall apply the correct time to the timekeepers or any other responsible official of each competing club, not later than 15 minutes before the appointed starting time on the day of the match. The duration of competition matches shall be as follows.

Wherever appearing in these Regulations “time on” shall be in accordance with law 10.5 (Stopping and Recommencing Time) of the Laws of Australian Football and/or as amended from time to time (the current time on rule is as follows). Subject to any alteration by the AFL, the time on rule currently is:

Stopping and Recommencing Time.

Stopping time: The timekeepers shall stop the clock which is used for the timing of the match when:

- (a) directed to do so by a field umpire in accordance with law 10.5.3 signalling;
- (b) the goal umpire signals that a goal has been scored; or
- (c) the goal umpire signals that a behind has been scored; or
- (d) the boundary umpire signals that the football is out of bounds or out of bounds on the full.

Re-commencing time: The timekeepers shall recommence the clock used for timing of the match when:

- (a) directed to do so by the field umpire in accordance with law 10.5.3;
- (b) the football is bounced (or thrown up) in the centre square after a goal has been scored;
- (c) the football is brought back into play after a behind has been scored;
- (d) the football is thrown back into play by the boundary umpire or brought back into play by a player; (as the case may be), after it had gone out of bounds or out of bounds on the full; or
- (e) the football is obviously in play.

Signalling

A field umpire shall signal to the timekeeper to stop the clock or restart the clock used for the timing of the match by blowing a whistle and raising one (1) arm above his/her head.

Domestic Provisions

A controlling body may prescribe that law 10.5.1 (d) does not apply for matches organised and conducted by the controlling body.

The following are for home and away matches (subject to any start time changes):

Division 1 Seniors	2.15pm	20 minutes for each quarter with time on added.
Division 1 Reserves	12noon	22 minutes for each quarter with no time on added. However clock stops while stretcher on ground.
Division 2 Seniors	2.15pm	20 minutes for each quarter with time on added.
Division 2 Reserves	12noon	22 minutes for each quarter with no time on added. However clock stops while stretcher on ground.
Division 3 Seniors	2.00pm	20 minutes for each quarter with time on added.
Division 3 Reserves	12noon	20 minutes for each quarter with no time on added. However clock stops while stretcher on ground.
Under 18	9.45am	22 minutes for each quarter with no time on added. However clock stops while stretcher on ground.
Under 16	2.05pm	22 minutes for each quarter with no time on added. However clock stops while stretcher on ground.
Under 15	2.05pm	22 minutes for each quarter with no time on added. However clock stops while stretcher on ground.
Under 14	12.05pm	20 minutes for each quarter with no time on added. However clock stops while stretcher on ground.
Under 13	12.05pm	20 minutes for each quarter with no time on added. However clock stops while stretcher on ground.
Under 12	10.20am	17 minutes for each quarter with no time on added. However clock stops while stretcher on ground.
Under 11	10.20am	17 minutes for each quarter with no time on added. However clock stops while stretcher on ground.
Under 10	8.50am	As per modified rules.
Under 9	8.50am	As per modified rules.

* Unless otherwise directed by the Executive Under 9 and Under 10 divisions play 15 minutes quarters with no time on.

The following are for finals matches (subject to any time start changes):

Division 1 Senior	2.15pm	20 minutes for each quarter with time on added.
Division 1 Reserves	11.50am	17 minutes for each quarter with time on added.
Division 2 Senior	2.15pm	20 minutes for each quarter with time on added.
Division 2 Reserves	11.50am	17 minutes for each quarter with time on added.
Division 3 Senior	2.00pm	20 minutes for each quarter with time on added.
Division 3 Reserves	11.50am	17 minutes for each quarter with time on added.
Under 18	9.30am	17 minutes for each quarter with time on added.
Under 16	2.05pm	17 minutes for each quarter with time on added.
Under 15	2.05pm	17 minutes for each quarter with time on added.
Under 14	12.05pm	15 minutes for each quarter with time on added.
Under 13	12.05pm	15 minutes for each quarter with time on added.
Under 12	10.20am	14 minutes for each quarter with time on added.
Under 11	10.20am	14 minutes for each quarter with time on added.

The interval period for Division 1 Seniors, Division 2 Seniors, quarter time **five (5)** minutes, half time 15 minutes, three quarter time seven (7) minutes. All other Senior grade interval periods shall be quarter time **four (4)** minutes, half time 15 minutes, three quarter time six (6) minutes. For grades Under 14, 13, 12 and 11 the interval period shall be quarter time three (3) minutes, half time 10 minutes and three quarter time five (5) minutes. For grades Under 18, 16 and 15 intervals shall be five (5), ten (10) and five (5) minutes respectively. The Under 9 and 10 grade intervals shall be three

(3), seven (7) and three (3) minutes respectively. Under 9 and 10 games must finish by 10.15 am, failure to so finish will be a fine of \$50.00 each team.

Should the third quarter of a Reserves game not commence by 1.10pm, the remaining time before 2.00pm is to be determined, subtracted by six (6) minutes (three quarter time) and divided by two (2). This figure shall be the length of the remaining two quarters.

17. TIMEKEEPERS

17.1 Each club must supply a timekeeper who shall sign the official time card and who shall carry out the duties in the presence of the timekeeper of the opposing club during the course of the match. The two competing teams in any final series match are to provide a competent timekeeper. The CEO or WRFL Match Manager on request of either competing club may appoint a neutral timekeeper, or if they consider any club timekeeper incompetent or unsuitable to replace him/her at anytime with neutral timekeeper.

In the case of the two (2) clocks differing then half the variation will signify the actual time to ring the bell/siren, in all grades, club shall provide their timekeeper with an approved stop clock. A fine of \$50.00 shall be imposed for non-compliance.

17.2 That a weatherproof area be provided for timekeepers:

- (a) if this area be in a place with no elevated facility for timekeepers that an area with a 180° view be provided such area to exclude all persons bar those keeping time;
- (b) in the event of timekeepers vision being obstructed as would impede them seeing the umpires giving time on that the umpires be informed and the game stopped until such vision of the game is restored; and
- (c) seating be provided for timekeepers.