

**LALBERT ST MARY'S FOOTBALL NETBALL**  
**CLUB**  
**(MALLEE EAGLES)**

The following contains Club Policies & Procedures, current  
Club Officials and Historical Information.

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# **1. AFL VICTORIAN CHILD SAFE STANDARDS**

## **Priority Steps for all Affiliates – December 2016**

The Child Safe Standards (CSS) are an important addition to Victorian legislation to ensure children feel safe and are protected from harm in all organisations. It is everyone's responsibility to ensure this is the case. The CSS include the introduction of compulsory, minimum standards for all organisations in the State that work with children. More information can be found at the Commission for Children & Young People (CCYP) website.

The following are recommended initial steps from AFL Victoria for its Affiliates and Programs to assist in adopting the Child Safe Standards.

The AFL & AFL Victoria will be providing all Affiliates with further documents and templates to ensure these Standards are adopted across all areas of Football in Victoria. These will be developed in the early part of 2017, and will be distributed to all once complete.

The following are initial steps which can be put in place by Affiliates in the interim:

### **1. Working with Children Checks (WWCC)**

AFL Victoria WWCC guidelines state that all who are working unsupervised with children under 18 years of age should have a current WWCC. These guidelines remain current and should be the guide for all who are working with children in any AFL Victoria Affiliate. Any person who is going to be involved in overnight camps with children (i.e. pre-season camps) must also have a current WWCC. All who are working with children in any AFL Victoria Affiliate should ensure that they list their Club or NAB Auskick Centre as an employer on the WWCC website. This can be simply done by logging into the below website and including the Club/Centre details: <https://online.justice.vic.gov.au/wwccu/login.doj?next=vtecheck>

It is the responsibility of all Centres/Clubs/Leagues to establish a register of each WWCC for all who will be working with children within your programs.

### **2. Child Safety Officer**

Each AFL Victoria Affiliate is required to nominate a Child Safety Officer who would be the initial point of contact for any report. The position of Child Safety Officer needs to be communicated to all members of the Affiliate, with a particular emphasis on children being made aware of what the person is there for i.e. someone to speak to if a child is feeling unsafe.

### **3. Reporting Procedure**

It is the responsibility of the Centre/Club/League to communicate the reporting procedure to all members of the Affiliate with any reports to be dealt with as below:

- a. Any reports of child abuse are to be made to the Child Safety Officer (CSO). CSO to report to Police if there is any report of sexual or physical abuse of a child. Child Safety Officer to stay in contact with reporter and alleged victim to provide support.

- b. Child Safety Officer to communicate to Affiliate Manager. Detailed written report must be recorded and stored, including Who, What, When, Where & Why the incident is if concern.
- c. Affiliate Manager to report to higher level AFL Victoria Management if necessary i.e. if report was communicated to the Police or is of significance to higher level management.
- d. Alleged perpetrator (if a member of staff or volunteer) to be reassigned to other duties until investigations completed.
- e. If alleged perpetrator is a member of staff or volunteer, local or AFL Victoria independent investigation to take place. Approval of investigation process from higher level AFL Victoria Management required.

#### **4. Social Media Use**

Affiliates need to adopt the AFL Victoria Social Media Guidelines for all communication with children within the Organisation. These guidelines would be in addition to any Cyber Safety Policies which Leagues and Affiliates have in place currently and not replace local Cyber Safety Policies.

- a. No adult in a role working with children in an AFL Victoria Affiliate should engage in individual social friendships with children from the Club/Program/NAB Auskick Centre on personal social media sites.
- b. Multiple adults, including Club President, Senior Manager or Centre Coordinator, should be part of the contact list and included in any social media communication with children from, or on behalf of the Centre/Club, or regarding Centre/Club details.
- c. When setting up a social media platform connected with any club or individual team within the club, an administrator should be appointed as someone who will check on the status of posts and comments.
- d. Confidentiality is important, permission must be obtained from parents for any use of a child's name or photo to be used in any postings, this is particularly important in case of any custody issues or privacy required.

#### **5. Recruitment Processes**

Child Safe Standards are integral in any appointment to an AFL Victoria Affiliate which is providing football for players under 18 years of age. CSS should be addressed for appointments to positions where the person will be working directly with children, and the processes used for appointments need to include clear steps that are addressing the requirements of the Child Safe Standards.

The following steps are provided by AFL Victoria as the minimum which the Affiliate must undertake to appoint people. Each Centre/Club/League will have current position selection criteria relevant to the role to be filled, and the statement that AFL Victoria and the relevant Centre/Club/League is a Child Safe Organisation needs to be included in this. A detailed

position description, including reference to the commitment of the club to Child Safe Standards (AFL National Child Safety Policy) should be made available to all potential applicants for the identified roles.

All positions which are going to have people working with children within Centres/Clubs/Leagues should include a formal application process which requires a written application including the following details:

- Contact details for two referees relevant to the role which is being applied for.
- Proof of a current or evidence of application for a Working With Children Check.
- WWCC number (if currently held) and alignment of the card to the Centre/Club/League

A formal interview process should be undertaken for roles identified as directly involving work with children, including within this, interview questions identifying:

- Why the person wishes to work with children?
- The candidate's history of working with children and why they left previous positions?
- Create scenarios that might occur specific to the role where the person will need to interact with children, and question the applicant on how they would deal with the situation e.g.
  - How will they deal with a young participant whose behaviour was disruptive?
  - A team has played poorly, how will they address the team?
  - How will they use social media platforms in the role they are taking on?

Ensure that the applicant is aware that the referees will be contacted, and follow the process through to speak directly to the listed referees. If unable to be contacted, discuss alternates with the applicant.

A probation period during the initial stages of appointment may be part of these appointments. Such a probation period provides the NAB AFL Auskick Centre or Club with a mechanism to address any concerns that might arise after an appointment is made, and enables for the appointment to be terminated under the terms of the appointment. Probation review should be

## 2. Australian Football Bodies Privacy Policy

### 1. Who Are We

Your privacy is important to the Australian Football Bodies, as defined at the end of this privacy policy. This Privacy Policy provides information about the personal information that the Australian Football Bodies collect and the ways in which they may use, hold and disclose this personal information.

Each Australian Football Body will collect and use your personal information in accordance with this Privacy Policy.

When used in this document, depending on the context, "we," "our" and "us" refers to AFL and/or State Leagues and the AFL Clubs.

### 2. AFL Football Bodies Privacy Policy

Protecting personal information is fundamental to the Australian Football Bodies' relationship with our supporter, members, players and business partners. All personal information received in connection with an Australian Football Body's product or service, or in the conduct of the Australian Football Body's business, is therefore treated seriously, having regard to the Australian Football Bodies legal obligations.

Personal information is information that identifies you or could identify you. The AFL and AFL Clubs are subject to the Privacy Act 1988 (Cth), including the Australian Privacy Principles.

### 3. Information Collected

Generally, the Australian Football Bodies collect personal information directly from your use of Fox Sports Pulse and any registration you make to participate with or receive information from, the Australian Football Bodies and any business relationship between you and us including via email. The personal information which the Australian Football Bodies collect and hold includes:

- your name, age, billing and/or shipping address, email address, gender, occupation, telephone number(s) and your AFL Club support;
- information about dealings with the AFL and AFL Clubs, including membership history, and subscriptions for AFL services;
- your AFL game attendance history where you purchase a ticket or use your AFL or AFL Club membership to obtain entry into a venue; and
- opinions and beliefs provided via surveys and questionnaires.

In addition, you may also provide to us and we may collect and hold additional personal information, such as:

- your credit card information; and
- details of the items ordered or purchased from us.

We also may collect additional non-personally identifiable information (for example, browser version, IP address) that will provide information regarding the general use of AFL Online.

By providing us with personal information, you consent to that information being collected, used, disclosed and stored in accordance with this Privacy Policy.

If you do not give personal information to us, it may affect our ability to provide you with products and/or services.

Where we engage with you multiple times over a short period in relation to the same matter, we may not provide you with a separate notice about privacy each time we engage with you however we will always provide you with an opportunity to opt-out of receiving communications about that matter within each of those communications..

#### **4. Opt-Out/Unsubscribe**

You can easily unsubscribe at any time you want to our communications by contacting us using the contact details specified in paragraph 9 of this Privacy Policy or by following the instructions contained in an e-mail.

It may take some time to put an opt-out or an unsubscribe in effect so you may still receive communications from us for several weeks after your request is received.

For the avoidance of doubt, by opting-out or unsubscribing yourself from a mailing list of an AFL or AFL Club product or service this will ensure your removal from that particular mailing list but will not guarantee your removal from other mailing lists that the AFL or an AFL Club may store your details in as a result of your engagement with a different service or product.

In the event that you opt-out from receiving communications from the Australian Football Bodies you will still be contacted in relation to the administration of your player registration (for example team lists, change of venue etc).

#### **5. Information from Third Parties**

During the course of business, the Australian Football Bodies may also collect personal information that is given to them by a third party (for example, a corporate partner of an Australian Football Body or information that is on a publicly maintained record). This information forms part of the personal information described in this policy. The Australian Football Bodies will not intentionally solicit personal information that is unintentionally disclosed.

#### **6. Storage of Personal Information**

Wherever reasonably practicable, the Australian Football Bodies will store personal information on data servers that are owned and controlled by the AFL and Fox Sports Pulse and are located within the geographical borders of Australia. However, some of your personal information may be transferred, stored, processed, used or disclosed overseas by the Australian Football Bodies, or by the Australian Football Bodies third party service providers. In particular, as at the date this privacy policy was most recently updated, your

personal information may be disclosed to recipients in the USA, Gibraltar, China and other countries from time to time.

This may happen if our service providers are located overseas, or if transactions, information, services or products have an overseas connection. Where such parties are located overseas, you may have rights to enforce such parties' compliance with applicable data protection laws, but you may not have recourse against those parties under the Australian Privacy Act in relation to how those parties treat your personal information.

You agree to the disclosure and use of such personal information in accordance with this privacy policy, and consent to its disclosure overseas and its use by third parties, including our service providers, in the USA Gibraltar, China and such other countries in which those parties or their computer systems may be located from time to time, where it may be used solely for the purposes described in this privacy policy, without us being responsible for such use (or for any breach).

## **7. Use & Disclosure of Personal Information**

The Australian Football Bodies collect, hold, use and disclose your personal information for purposes including, without limitation:

- to verify your identity;
- to improve Fox Sports Pulse;
- to provide, and to assist AFL Clubs with providing products and services to you, to manage and account for the products and services, and to improve the products and services;
- to manage Australian Football Bodies relationship(s) with you;
- to provide you with information about events, products and/or services that may interest you;
- to facilitate the internal business operations of the Australian Football Bodies;
- to promote and market Australian Football Bodies events, products or services;
- to enable corporate partners and sponsors of the AFL, including AFL Clubs, as well as their related bodies corporate, to market and promote their products and services to you; and
- to our third party service providers in connection with any of the above.

The Australian Football Bodies may also disclose personal information where it is otherwise permitted to do so by law.

Where you provide your personal information directly to one Australian Football Body, although it may be disclosed to the AFL, that personal information will not ordinarily be shared with a different Australian Football Body. However, there may be some circumstances where this personal information is shared between Australian Football Bodies.

You consent to the Australian Football Bodies using your personal Information for sending you information, including promotional material, about the Australian Football Bodies, or Australian Football Bodys' products and services, as well as the products and services of third parties, now and in the future. You also consent to us sending you such information by means

of direct mail, email, SMS and MMS messages. You can contact us using the contact details specified in paragraph 9 if you do not want to receive marketing information from us.

The Australian Football Bodies do not otherwise disclose personal information without your permission, unless the disclosure is:

- in accordance with this privacy policy or any agreement you enter into with us; or
- required or authorised by law, including without limitation the Australian Privacy Principles under the Privacy Act 1988 (Cth).

## **8. Accessing AFL Online**

“AFL Online” refers to the AFL website with its top-level domain located at [www.afl.com.au](http://www.afl.com.au), all related sub-domains for State Leagues and any other AFL website (including any AFL Club website) which provides an AFL and AFL Club product, AFL and AFL Club service or AFL-related product or service including related mobile applications. You need not disclose your identity to us in order to visit AFL Online, except where personal information is voluntarily supplied, however our internet server may automatically record details about any computer used to access the website (such as the IP address, domain name and browser type), the date and time of access, and details of the information downloaded. This information is used for internal statistical purposes and to improve AFL Online.

### ***Cookies***

The Australian Football Bodies may use “cookies” on AFL Online. A cookie is a small text file that AFL Online may place on your computer. Usually, cookies are used as a means for our websites to remember your preferences and are thus designed to improve your experience of AFL Online. Cookies may collect and store personal information about you.

You can configure your browser to accept all cookies, reject all cookies, or notify you when a cookie is sent. Each browser is different, so check the "Help" menu of your browser to learn how to change your cookie preferences.

If you disable the use of cookies on your web browser or remove or reject specific cookies from our website or linked sites then you may not be able to gain access to all of the content and facilities on AFL Online.

### ***Website Analytics***

When you visit and browse AFL Online, our website host and some third party service providers may collect information for statistical, reporting and maintenance purposes.

Subject to the terms of this Privacy Policy, this information is used to administer and improve the performance of AFL Online and will not be used to identify you. The information may include:

- the number of users visiting our website and the number of pages viewed;
- the date, time and duration of a visit;
- visiting patterns of individuals accessing AFL Online;
- the IP address of your computer; and
- the path taken through our website.



The Australian Football Bodies use website analytic services to help analyse how you use AFL Online (Website Analytics). Website Analytics generate statistical and other information about website use by means including but not limited to cookies which are stored on users' computers. The information generated is used to create reports about the use of AFL Online. Our third party providers of these services may store this information. The Australian Football Bodies will not (and will not allow any third party to) use Website Analytics to track or to collect any personally identifiable information of visitors to AFL Online. The Australian Football Bodies will not associate any data gathered from AFL Online with any personally identifying information from any source as part of our use of Website Analytics.

The Australian Football Bodies treat personal information that may be obtained through cookies and any other information supplied to us (for example if you send us an email) in accordance with this Privacy Policy.

### ***Links***

AFL Online may contain links to other websites operated by third parties. We make no representations or warranties in relation to the privacy practices of any third party website and we are not responsible for the privacy policies or the content of any third party website. Third party websites are responsible for informing you about their own privacy practices.

### ***Children's Privacy***

If you are under 18, you should only use AFL Online with involvement of a parent or guardian. For their protection, we ask that anyone under 18 years of age does not attempt to register with AFL Online or otherwise provide us with any personal information without the consent of a parent or legal guardian.

## **9. Information Security**

The Australian Football Bodies will take reasonable steps to protect all personal information within their direct control from misuse, interference, loss, unauthorised access, modification or disclosure. The Australian Football Bodies will take reasonable steps to hold information securely in electronic or physical form in access controlled premises or in electronic databases requiring logins and passwords.

## **10. Contacting the AFL Regarding Access & Correction and Privacy Complaints**

An individual may:

- request access to and seek the correction of their personal information held by the Australian Football Bodies at any time;
- make a complaint in relation to an alleged breach of privacy; or
- submit a query or concern about this Privacy Policy or an Australian Football Bodies' information handling processes,

by contacting the AFL's Privacy Officer by email at [privacy.officer@afl.com.au](mailto:privacy.officer@afl.com.au) or in writing to the AFL via AFL Privacy Officer, AFL House, 140 Harbour Esplanade, Docklands, Victoria 3008 or telephone on 03 9643 1999.

### *Access*

You will be required to provide proof of identity in order to obtain access to your personal information. The Australian Football Bodies may charge an administration fee where access is provided. The Australian Football Bodies may refuse to provide access if permitted to do so by law. The Australian Football Bodies aims to provide access to your personal information within 30 days of a valid request.

### *Complaints*

At all times, privacy complaints:

- will be treated seriously;
- will be dealt with promptly;
- will be dealt with in a confidential manner; and
- will not affect your existing obligations or affect the commercial arrangements between you and the Australian Football Body.

The AFL's Privacy Officer will commence an investigation into your complaint. You will be informed of the outcome of your complaint within a reasonable period of time following completion of the investigation.

## **11. Australian Football Bodies**

For the purpose of this policy, "Australian Football Bodies" means all Australian football clubs and leagues affiliated with the AFL or AFL State Bodies, that being:

- AFL ACN 004 155 211
- AFL (NSW/ACT) Commission Ltd ACN 086 839 385;
- AFL (Northern Territory) Ltd ACN 097 620 525;
- AFL (Queensland) ACN 090 629 342;
- South Australian Football League Inc ABN 59 518 757 737;
- AFL (TAS) ACN 135 346 986;
- Australian Football League (Victoria) ACN 147 664 579;
- West Australian Football Commission Inc ABN 51 167 923 136); or
- Adelaide Football Club Limited ACN 008 101 568;
- Brisbane Bears – Fitzroy Football Club Limited t/a Brisbane Lions Australian Football Club ACN 054 263 473;
- Essendon Football Club ACN 004 286 373;
- Carlton Football Club Limited ACN 005 449 909;
- Collingwood Football Club Limited ACN 006 211 196;
- Fremantle Football Club Limited ACN 066 055 249;
- Geelong Football Club Limited ACN 005 150 818;
- GCFC Limited ACN 144 555 822;
- Western Sydney Football Club Limited ACN 130 190 242;
- Hawthorn Football Club Limited ACN 005 068 851;
- Melbourne Football Club Limited ACN 005 686 902;
- North Melbourne Football Club Limited ACN 006 468 962;
- Port Adelaide Football Club Limited ACN 068 839 547;
- Richmond Football Club Limited ACN 065 563 011;

- St Kilda Saints Football Club Limited ACN 005 174 836;
- Sydney Swans Limited ACN 063 349 708;
- West Coast Eagles a division of Indian Pacific Ltd ACN 009 178 894; and
- Footscray Football Club Limited t/a Western Bulldogs ACN 005 226 595
- An entity or body that is affiliated with (or licensed by) an Affiliated State or Territory Body.

## **12. Updates to Privacy Policy**

We may vary this Privacy Policy from time to time, by posting an updated Privacy Policy accessible via <http://www.aflcommunity.com.au/index.php?id=189>. This Privacy Policy was last updated on 22 July 2016.

### 3. Netball Policy

Our club supports an open and fair process for the selection of teams. Selection will be based on clear criteria's that are in the best interest of the players and the club.

#### 1. Objective

Players to be selected in a fair transparent way which will result in identifying, attracting, developing, and retaining netball players and improving the skills.

This policy may be amended or improved by LSTMFNC Board at its discretion in order to achieve the required objectives and specifically where matters arise, which, in the sole opinion of the Mallee Eagles Board, have not been provided for in this policy or where the application of the policy would not achieve the objectives.

#### 2. Team Objectives

To accommodate for the identified individual objectives for the grades, there will be different nominated selection process for each junior team: being 12 & Under, 14 & Under, 16 & Under and 18 & Under.

However senior grades will have the one process for all grades: being A Grade, A Reserve, B Grade and B Reserve.

#### Nominated Objectives:

##### 12 & Under

- Focus will be on development of all players in the highlighted skills for their age range
- Fair court time for all players throughout the season
- Where possible rotate players throughout all positions on court to provide the opportunity for all players to understand the role of each position
- Enjoyment and fun rather than competitive

##### 14 & Under

- An even focus on continuation of development of the highlighted skills for their age range, while applying competitive strategies.
- Fair court time for all players throughout the season
- Where possible rotate players throughout positions on court to provide players with the best opportunity to develop in each position to enhance their progression opportunities

##### 16 & Under

- Focus will be on the natural progression into more defined areas of play and continuation of development of the highlighted base skills for the age range, while applying competitive strategies

##### 18 & Under

- Coaches will guide and develop their team to be competitive in each grade within the competition

##### Seniors

- Coaches will guide and develop their teams to be competitive in each grade within the competition

### 3. Selection Notification

- 3.1 Players and/or parents/guardians will be notified via email or social media the location, dates, and times for team trials.
- 3.2 Selection Policy will be circulated prior to trials for all to understand.

### 4. Selection Requirements

- 4.1. Selections will be done over a minimum of 2 trials for juniors and 3 trials for seniors. It is recommended that players attend 50% of the set trials to be considered. However, to have the best opportunity for selectors to observe the players it is preferred that all trials are attended.
- 4.2. Trials will be set so the finalisation of teams are confirmed at least 4 weeks prior to the commencement of the season.
- 4.3. Clubs reserve the right to call additional trials, if the need arises, for a group of nominated players or age group should further assessment be required.
- 4.4. Players should not assume their selection into a team, or a particular grade is guaranteed due to previous season's performance or selection.
- 4.5. Players can only be selected into a team without attending these trials under exceptional circumstances and is to be at the discretion of the Netball Coordinator and Head Coach. If this is the case, previous season and any pre-season trainings performance will be considered for impacted player/s.
- 4.6. Players that fail to attend trials without approval, as above, may impact on the team at which the player is selected in or on their selection altogether.
- 4.7. In the case of injury, the length of rehabilitation will be considered prior to final selections being made
- 4.8. A player may not be offered a position in a team even though they fit the criteria due to the lack of suitable positions and the number of players being selected in a team and ensuring feasibility that each player receives appropriate game time.
- 4.9. By trialling and accepting selections, all players must adhere to the club values

### 5. Selection Committee

- 5.1. The selection committee will comprise of:
  - 5.1.1. Juniors - The appointed Coach of the relevant grade and Club Head Coach/Netball Coordinator
  - 5.1.2. Seniors - The appointed Senior Coaching group, which includes the Head Coach, a minimum of 4 members.
- 5.2. If it is deemed necessary by either the Head Coach or Netball Coordinator, another selector will be appointed to junior age group to assist.
- 5.3. Ideally one member of the selection panel will have general knowledge of the players.
- 5.4. Where a panel member is unavailable for a session, the Netball Coordinator will replace them with a suitable substitute.
- 5.5. Selection committee will refer to this Selection Policy and the Selectors Guide for their role and responsibilities through the selection process.

### 6. Selection Committee - Conflict of Interest

- 6.1. A Conflict of Interest is determined where a person is in the position to benefit from their actions or decisions made in their official capacity.
- 6.2. A Conflict of Interest is considered in the scenario where:
  - 6.2.1. A player's immediate family member is the coach of their grade and part of the selection group
  - 6.2.2. A Senior coach is also a senior player and is a part of the selection group

- 6.3. If these scenarios arise, the following actions will be applied
- 6.3.1. In the case where the players immediate family member is the Coach and part of the selection group
- i. The conflict of interest will be identified and communicated to the players and parents prior to trials commencing
  - ii. A further independent selector will be appointed to assist with selections
- 6.3.2. In the case where a Senior Coach is a trialing for a senior team and is a part of the selection group
- i. The conflict of interest will be identified and communicated to the players and parents prior to trials commencing
  - ii. If deemed required, a further independent selector will be appointed to assist with selections
- 6.4 Independent Member is that of no immediate connection to the relevant grade/s, they themselves or family connection will not gain any benefit out of the appointment.

## 7. Junior Selection Process & Criteria

### 7.1. 12 & Under

- 7.1.1. As a non-competitive and unofficial grade, selections won't be based on skills of an individual. When providing the opportunities for players to participate in this level, selections will be based on the following criteria:
- **Age**
  - **Attitude**
  - **Willingness to learn**
  - **Skill Development Potential**
- 7.1.2. It is expected that all players selected will be committed to trainings and matches
- 7.1.3. The 12 & Under team will ideally comprise of players who turn 12 or 11 in the current calendar year. In the circumstances that there are not enough players in this age range, players that turn 10 within the calendar year and are suitably capable to participate in this level without being detrimental to their development can be invited to play in this team.
- 7.1.4. A minimum of 9 players is preferred. In exceptional circumstances more players can be selected if the Coach is confident in applying structures to allow team objectives to be met.
- 7.1.5. Depending on the numbers selected, some players may be required to be rostered off each week during the season. It is expected that all players will be rotated equitably.
- 7.1.6. Where more than the max number of players have registered their interest to play in the grade, the following is to be considered
- 1. Work with the junior coaching group, head coach and netball coordinator on whether there is the capability to allow movement into a higher grade for players that have suitable skill level and without being detrimental to the players development.
- 7.1.7. Where there is no potential capability for movement into a higher grade, the following is to occur
- Those players that meet the criteria and turning 12 in the current calendar year will fill required positions first.

- Where the top age does not have the players to meet the required minimum number, it will be based on DOB of bottom age players that meet the criteria
- 7.1.8. 7.1.8 An exception to the above is if any player/s that have been identified as benefitting in attending potentially another year of NetSetGo, discussions will occur with parent/guardian around this.
- 7.2. **14 & Under**
- 7.2.1. As a competitive development side, selections won't be based solely on performance of an individual. When providing the opportunities for players to participate in this level, selections will be based on the following criteria:
- Foundation skills
  - Skill Development Potential
  - Willingness to Learn & Listen
  - Attitude
  - Team Balance
- 7.2.2. It is expected that all players selected will be committed to trainings and matches
- 7.2.3. The 14 & Under team will ideally comprise of players who turn 14 or 13 in the current calendar year.
- 7.2.4. A minimum of 9 players is preferred. In exceptional circumstances more players can be selected if the Coach is confident in applying structures to allow team objectives to be met.
- 7.2.5. Depending on the numbers selected, some players will be required to be rostered off each week during the season. It is expected that all players will be rotated equitably.
- 7.2.6. Where more than the max number of players have registered their interest to play in the grade, the following is to be considered
- i. Work with the junior coaching group, head coach and netball coordinator on whether there is the capability to allow movement into a higher grade for players that have suitable skill level and without being detrimental to the players development.
- 7.2.7. Where there is no potential capability for movement into a higher grade, the following is to occur
- i. For players that meet the criteria, preference will be provided to players from previous years and players with a family connection
  - ii. If there are still too many players on the above point, selections will be based solely on the best players suited as per criteria
- 7.2.8. During the assessment process the following will be taken into consideration
- 7.2.9.
- Footwork
  - Ball handling skills
  - Attacking & Defending foundation skills
  - Sportsmanship and attitude
  - Scope for Improvement
- 7.2.10. 7.2.9 Any players that have been identified as benefitting in potentially another year of the lower grade and positions are available to do so, discussions will occur with parent/guardian around the option of an overage exemption.
- 7.3. **16 & Under**

- 7.3.1. 7.3.1 As a competitive team, selections will be based on skills and ability of an individual to allow the team to play in a competitive environment. When providing the opportunities for players to participate in this level, selections will be based on the following criteria:
- Netball skills and ability
  - Team balance and team structure
  - Skill Development Potential
- 7.3.2. It is expected that all players selected will be committed to trainings and matches
- 7.3.3. The 16 & Under team will ideally comprise of players who turn 16 or 15 in the current calendar year.
- 7.3.4. A minimum of 9 players is preferred. In exceptional circumstances more players can be selected if the Coach is confident in applying structures to allow team objectives to be met.
- 7.3.5. Depending on the numbers selected, some players will be required to be rostered off each week during the season. It is expected that all players will be rotated equitably.
- 7.3.6. Players will have the opportunity to trial in their nominated preferred position/s. However, some players may be requested, during the selection process, to fill positions that were not selected as their preferred position. This may occur for one of two reasons: i. The selection panel members identify skill areas during the trial period and wish to observe the player in those positions. ii. To assist with the team positioning dynamics as a whole
- 7.3.7. During the assessment process the following will be taken into consideration
- Footwork
  - Ball handling skills
  - Attacking skills
  - Defending skills
  - Sportsmanship and attitude
  - Scope for Improvement
- 7.3.8. Further to the above, when forming teams an even and fair spread of players through mid-court, attack and defense positions will be selected to achieve strength and balance taking into considerations various combinations.
- 7.3.9. Consideration of the player's age, within this age group, has minimal impact on the team selection process. It is a combination of all the above observations and considerations. This is applicable for both top and bottom age players. eg. A player who is top age should not expect to be in a certain team solely due to falling into the eldest age group and the same is applicable for bottom age players. No assumptions regarding the age of the player and which teams they are selected within should be made.
- 7.3.10. For players that fall outside the selection criteria will be invited to participate in training with a reserves squad to continue their development. Where possible and the option is available an alternate competition will be sought for the reserves squad.

#### **7.4. 18 & Under**

- 7.4.1. Selections will be based on skills and ability of an individual to allow the team to play in a competitive environment. When providing the opportunities for players to participate in this level, selections will be based on the following criteria:
- Netball skills and ability



- Team balance and team structure
- 7.4.2. It is expected that all players selected will be committed to trainings and matches
- 7.4.3. The 18 & Under team will ideally comprise of players who turn 18 or 17 in the current calendar year.
- 7.4.4. A minimum of 9 players is preferred. In exceptional circumstances more players can be selected if the Coach is confident in applying structures to allow team objectives to be met.7.3.5 Depending on the numbers selected, some players will be required to be rostered off each week during the season. It is expected that all players will be rotated equitably.
- 7.4.5. Depending on the numbers selected, some players will be required to be rostered off each week during the season. It is expected that all players will be rotated equitably.
- 7.4.6. Players will have the opportunity to trial in their nominated preferred position/s. However, some players may be requested, during the selection process, to fill positions that were not selected as their preferred position. This may occur for one of two reasons: i. The selection panel members identify skill areas during the trial period and wish to observe the player in those positions. ii. To assist with the team positioning dynamics as a whole
- 7.4.7. During the assessment process the following will be taken into consideration
- Footwork
  - Speed and agility
  - Ball handling skills
  - Attacking skills
  - Defending skills
  - Fitness
  - Versatility
  - Perception and cognition skills
  - Sportsmanship and attitude
- 7.4.8. Further to the above, when forming teams an even and fair spread of players through mid-court, attack and defense positions will be selected to achieve strength and balance. Ideally the best player for each position is selected first and the remaining 2 or 3 places are based on value (GS/GA GK/GD) or combinations (work well with the different players).
- 7.4.9. Consideration of the player's age, within this age group, has minimal impact on the team selection process. It is a combination of all the above observations and considerations. This is applicable for both top and bottom age players. eg. A player who is top age should not expect to be in a certain team solely due to falling into the eldest age group and the same is applicable for bottom age players. No assumptions regarding the age of the player and which teams they are selected within should be made.
- 7.4.10. For players that fall outside the selection criteria will be invited to participate in training to continue their development.

## **8. Senior Selection Process & Criteria**

### **8.1. Seniors**

- 8.1.1. Selections will be done based on individual skills and ability to develop teams that will be of competitive standard for each section of the CMFNL competition. When providing the opportunities for players to participate in

the senior teams, selections and gradings will be based on the following criteria:

- Netball skills and ability
  - Team balance and team structure
  - Sportsmanship and attitude
  - Commitment to training and the netball season
  - Commitment to Club Values
- 8.1.2.** Teams will consist of a minimum of 9 players with the exception to A Grade and A Reserve who ideally will have a maximum 7-8. Depending on trialing numbers, B Grade and B reserve may opt to take 10 or more players.
- 8.1.3.** Players will have the opportunity to trial in their nominated preferred position/s. However, some players may be requested, during the selection process, to fill positions that were not selected as their preferred position. This may occur for one of two reasons: i. The selection panel members identify skill areas during the trial period and wish to observe the player in those positions. ii. To assist with the team positioning dynamics as a whole
- 8.1.4.** During the assessment process the following will be taken into consideration
- All skills
    - • Fitness
    - • Versatility
    - • Perception and cognition skills
    - • Sportsmanship and attitude
- 8.1.5.** Further to the above, when forming teams an even and fair spread of players through mid court, attack and defense positions will be selected to achieve strength and balance. Ideally the best player for each position is selected first and the remaining 2 or 3 places are based on value (GS/GA GK/GD) or combinations (work well with the different players).
- 8.1.6.** For players that fall outside the selection criteria will be invited to continue to participate in training to continue their development and engagement.

## **9. Trialing in a Higher Graded Team**

- 9.1.** It is a general policy of the club that all players play within their age group. There are however some circumstances when a player may be selected for a higher age group these are:
- 9.1.1.** Extra players are required in a higher age group to meet minimum team members
- 9.1.2.** A player possesses the necessary skills and experience to play in the higher age group, and there are other supporting reasons and may be better served playing in a higher grade to provide support on their continued development opportunities
- 9.1.3.** A player is performing at the same skill level as a higher grade and is the right fit for the team. This decision is at the discretion of the Head Coach and Selection/Coaching Group and must be supported by player and parent/guardian. The player and parent/guardian have the right to refuse, in which case they will remain in their natural age group
- 9.1.4.** At the request of a player wishing to trial in a higher grade.
- 9.2.** In the circumstance where a player has been identified through b) or c) and are trialing above their age group must be deemed by the Selectors of the above age group to be suitable for the starting seven of that grade, otherwise the player must return to 'their' age group.

- 9.3. In the circumstance of d) where the player has requested to trial in a higher grade, without the identification process of b) or c), the player must abide by the selection process in that relevant grade.

## 10. Finalising Teams Process

- 10.1. Allocated selectors will provide their recommendations of players for the relevant teams
- 10.2. Selectors and Coaching Group will review the selected teams together. Changes will not be made unless
- 10.2.1. A gross error is identified (eg. an A Grade player has been placed in B grade)
- 10.2.2. Players have withdrawn since selections and changes are made to fill teams
- 10.3. Reviewed teams are required to be ratified by the Club Board, especially in the case where not all players trialling do not find a position in a team
- 10.4. 10.4 Players notified of their placement as per (12.) Team Announcements

## 11. Team Announcements

- 11.1. Players will ideally be notified by 10 days of the last trial date or 24hrs after Club Board approval, whichever is later.
- 11.2. Players will either receive a phone call or be spoken with in person by a member of the coaching/selectors group.
- 11.3. All unsuccessful players will be notified prior to successful players.
- 11.4. All information pertaining to team selections is confidential and will not be discussed outside of the Selection Group and Club Board.
- 11.5. No public team announcements will be made until all disputes have been resolved

## 12. Player Movement

- 12.1. At any one time due to injury, sickness, isolation, unavailability's, etc. a team may require additional players to fill their side for their match. If this occurs, the coach will first identify this with the Head Coach and Netball Coordinator where appropriate action will be taken to provide suitable fill ins. Where there has been notification provided 48hours prior to game day the following will be applied:

### Juniors: 12 & Under

- A. Player/s to be sourced from the reserves squad as determined via the selection process. The next oldest should be invited first if commitment to reserves squad has been shown. If unavailable continue to the next by DOB.
- B. If there is not a reserves squad, discussion with the NetSetGo coordinator is to occur to identify a player that is suitably capable to participate in the required match.

### 14 & Under

- A. Player/s to be sourced from the reserves squad as determined via the selection process. A player that has shown great engagement to the reserves squad program and has shown a positive attitude, should be highlighted and invited.
- B. If there is not a reserves squad, discussion with the 12 & Under Coach and Head Coach/Netball Coordinator is to occur to identify a player that is suitably capable to participate in the required match.

### 16 & Under and 18 & Under

- A. Player to be sourced from either the reserves squad as determine via the selection process or from the team below as long as the team below is then not left short on players or overexerts the player themselves if require to play more than one match.
- B. Where possible the player provided below is to be decided based on negotiations between both coaches and Head Coach/Netball Coordinator on the following:
  - a. Need of the type of player in the higher team
  - b. Performance of intended player to be moved
  - c. Attendance and effort at training
  - d. Attitude Seniors:
- C. Player to be sourced from the team below as long as the team below is then not left short on players. Where possible the player provided from the team below is to be decided based on negotiations between both coaches and Head Coach/Netball Coordinator on the following:
  - a. Need of the type of player in the higher team
  - b. Performance of intended player to be moved
  - c. Attendance and effort at training
  - d. Attitude
- D. If either coach considers that the above is not appropriate for the coming game and would then discussion with Head Coach/Netball Coordinator to occur and consideration around playing an 8.1.10 Emergency Player

**12.2.** An exception to 13.1 Juniors will be considered where there is a certain amount of travelling required by the potential fill-in from the reserves squad that is deemed inconsiderate. In which case a player from the lower grade will be asked.

**12.3.** Where a notification has been provided within the 48 hours, including on game day, within the nominated match, a suitable player will be found from the lower grade through negotiations with the coaches and Head Coach or Netball Coordinator.

**12.4.** Any player filling in for another team and has been pulled out of their own team for that round, is required to play a minimum of two quarters, subject to injury, illness or any other unforeseeable circumstances.

**12.5.** All coaches will be provided knowledge of a player movement. It is important to communication across the playing group on why the movement is occurring to be open and transparent.

**12.6.** There are to be no last-minute player changes without consulting the Netball Coordinator or Head Coach first. Failure to follow this process could have a permanent impact on a player & team for the rest of the season.

### **13. Junior Players to Senior Grades filling in for Home and Away Matches**

#### **13.1.**

- A) Where possible the player provided is to be decided upon based on negotiations between both coaches and Head Coach/Netball Coordinator on the following:
  - i. Need of the type of player in the higher team
  - ii. Age of players
  - iii. A players confidence (some players may have the skill level to play at a higher level but not the confidence to do so)
  - iv. Performance of intended player to be moved
  - v. Attendance and effort at training
- B) Rotation of players should occur so that all junior players are provided with an opportunity to play at senior level, age of junior players should be considered in the respect that top age juniors will be moving up to senior netball first.

C) Parents should be consulted when all junior players are to be filling in for a senior grade.

**13.2.** All coaches will be provided knowledge of a player movement. It is important to communication across the playing group on why the movement is occurring to be open and transparent.

**13.3.** There are to be no last-minute player changes without consulting the Netball Coordinator or Head Coach first, where issues such as players breaking will be considered and checked. Failure to follow this process could have a permanent impact on a player & team for the rest of the season.

#### **14. Permanent Player Movement**

**14.1.** Once teams are finalised, that once teams are announced for juniors and after Round 4 for seniors, no changes are permitted, except for the following circumstances:

**14.1.1.** Player leaving the club

**14.1.2.** Player unable to play due to injury

**14.1.3.** Special consideration agreed upon by the Netball Committee/Club Board

**14.2.** In the event of a player withdrawing from a Junior team after team selections have been finalised permanent replacement player will be determined via the selector's recommendations in line with the following:

**14.2.1.** If all players that trialed were not selected and there is now a Reserves squad, the replacement player will be selected from these players and as per the selection criteria.

**14.2.2.** If there are no spare players to select from the reserve squad of that impacted grade, then the following to be reviewed:

i. Where there are players in a reserve squad from a lower grade, consideration to be given to the option of shuffling players up. Discussions to occur with lower grade coach, Head Coach/Netball Coordinator and potential player and player's parent/guardian.

ii. Discussion with the coach will occur to whether it is sustainable without a permanent player, in which the remainder of the season will be played with the team as is.

**14.3.** In the event of a player withdrawing from a Senior team after Round 4 when teams are formalised, the permanent replacement player will be determined via the selector's recommendations in line with the following:

**14.3.1.** Where there have been players that have not been selected across 16 & Under, 18 & Under and Seniors, then review of suitably skilled players are to be considered and where required shuffling up of players are to be completed until the position filled.

**14.3.2.** Where there are no spare players to pull from, then the coach is to be consulted by Netball Coordinator/Head Coach and the following considered:

i. Where any of the Senior teams below the impacted side, including 18 & under, has more than 9 players in their team and the impacted side has now only 8 players, then negotiations are to occur with the coaches on considering shuffling up of players to even playing numbers.

ii. Exception to (i) being if it's determined as being more detrimental to the team/s by moving players than leaving the impacted team as is. In this case all coaches must agree on this

iii. Where there are no players to be up, then discussions on whether a replacement player is required by the coach, then the coach will be given the

option to continue the remainder of the season without a permanent replacement and where required an 8.1.10 Emergency Player will fill in as needed.

iv. If it is determined that a permanent replacement is required and no immediate player available as per above considerations then a player may be sourced where the Final approval must be given by the coaching group, Head Coach and Netball Coordinator.

**14.4.** All players that have been approached to move to another team has the right of refusal and will not be penalised for declining and will remain in their current team.

## **15. Finals & Grand Final Selections**

**15.1.** It is generally recognised that finals are different from the home and away games. The policy for finals games will be based on the following principles for all teams including Juniors and Seniors:

**15.1.1.** An understanding that player selection and playing time for individual players gives the team the best possible opportunity to win

**15.1.2.** The Coach will have full discretion over the length of playing time that individual players will have on the court and the time each player spends on the bench.

**15.1.3.** The Coach will endeavour to give the team the best possible chance to win finals games and players will be given feedback to support this.

**15.1.4.** Ultimately, this may mean that some children may NOT be selected within a finals team, or if selected, may NOT get field/court time, however their role is important as 13 sub player if required and to support their team in the spirit of good sportsmanship and the game

## **16. Parents/Guardians**

**16.1.** Parents, players and non-coaches are not to approach selectors at any time during the trial process in an attempt to influence the selection and team formation.

**16.2.** Appointed coaches will not establish their game day support team until the selection process has been completed to minimise impact of influence towards selections.

**16.3.** If parents/guardians have any questions or concerns throughout the process, they are required to speak with the Netball Coordinator.

## **17. Feedback Request**

**17.1.** A player or parent reserves the right to request feedback on their trial and must do so via email request to Netball Coordinator within 3 days of being notified of the players outcome.

**17.2.** Selectors group will be consulted to provide relevant feedback on their performance and any areas of improvement which can be worked on. Netball Coordinator will provide a response within 7 days after request is received.

## **18. Dispute Process**

**18.1.** Whilst it is hoped that players and parents appreciate the difficulty of selections and team allocation process and accept the final decision made by the selection team, an appeal can be made

**18.2.** Coaches or Selectors are not to be approached in relation to your appeal.

**18.3.** If a player feels or parent/guardian considers that their child has been treated unfairly during the assessment process and team allocation, they must submit their concerns in

writing via email to club netball coordinator within 2 days of the player being notified of the outcome.

- 18.4.** Netball Coordinator and Head Coach will review the written concern along with Club Board and any other relevant parties deemed necessary (e.g selectors). The member will be provided a response within 7 days of receiving written concern. No appeal will be discussed over the phone. The response from the Board will be the final decision

Document Control Date Rev Description Author Checked By Approve By April 2022  
1 Creation of Policy N Baird / S Young LSTMFNC Board Mallee Eagles Board

## 4. ALCOHOL MANAGEMENT POLICY

This policy provides the basis for the responsible use of Alcohol by the Lalbert St Marys Football Netball Club and is seen as fundamental to the aims of the club.

The club recognises the importance of holding a liquor licence, enabling it to generate income and hold social functions. In doing so however, we accept the responsibilities and expectations of the community in adhering to liquor licensing laws and the criteria of good sports program.

To ensure the aims of the club are upheld and that alcohol is managed responsibly by the club and its members, the following requirements will apply when alcohol is served at the club or during a club function.

### Serving Alcohol

Alcohol will be served according to the legal and moral requirements of the club's Liquor Licence with the safety and wellbeing of patrons the priority.

- The Club maintains a current appropriate Liquor License
- Any person who is not a paid member of our or any club affiliated with LSTMFNC will be required to sign our members book before service can be given.
- Only RSA trained servers will serve Alcohol
- People under 18 will not serve alcohol
- The club does not encourage excessive or rapid consumption of alcohol
- When serving non pre-packaged alcohol, standard drink measures will be served at all times
- Information posters about standard drink measures will be displayed at the bar
- Names of RSA trained bar staff will be stored in a folder
- An incident register shall be maintained and any incident recorded

### Intoxicated Patrons

- Drunk patrons will not be permitted to enter the premises
- Alcohol will not be served to any person who is intoxicated or drunk
- Servers will follow RSA training procedures when refusing service
- Drunk patrons will be asked to leave the premises
- Telephone calls will be made free of charge to arrange a taxi or other transport

### Underage Drinking

- Alcohol will not be served to persons aged under 18
- Servers and committee members will ask for proof of age whenever necessary or whenever in doubt
- Only photo ID's will be accepted as "proof of age"

### Alcohol Alternatives

The club recognises that alcohol is not the only revenue stream available and actively encourages the sales of alternative products to that of alcohol.

- Tap water is provided free of charge
- At least four non-alcoholic drinks and one low alcoholic drink options are always available and are at least 10% cheaper than full strength drinks
- Substantial food is available when the bar is open and more than 90 minutes or more than 15 people are present



## 5. CYBER SAFETY POLICY

### RATIONALE

**LALBERT ST.MARYS FOOTBALL NETBALL CLUB** has an obligation to maintain a safe physical and emotional environment for league officials, staff, registered players, umpires, coaches, club members, parents, spectators and sponsors. This responsibility is increasingly being linked to the use of Internet and Information & Communication Technologies (ICT), and has seen the emergence of a number of related Cyber safety issues. The Internet and ICT devices/equipment bring great benefits to all users and to the effective operation of the Central Murray Football Netball League.

LALBERT ST.MARYS FOOTBALL NETBALL CLUB places a high priority on the acceptable use of ICT devices/equipment which will benefit members however; it recognises that the presence in the sporting arena of these technologies can also facilitate anti-social, inappropriate, and even illegal behaviour and activities. LSTMFNC aims, therefore, to maximise the benefits of these technologies, while at the same time to minimise the dangers and manage the risks.

### UNDERLYING PRINCIPLES

The policy is written in light of the Mission statement of LSTMFNC whereby LSTMFNC aim:

To Develop, Foster, Co-ordinate and sustain Australian Football at the club and league level throughout our community.

### POLICY

LSTMFNC and its members will develop and maintain rigorous and effective Cyber safety practices which aim to maximise the benefits of the internet and ICT and allow for the effective operation of the club and members whilst minimising and managing any risks. These Cyber safety practices will aim to not only maintain a cyber safe sporting environment but also to address the needs of the club officials and club members to receive education about the safe and responsible use of present and developing information and communication technologies.

Associated issues the League will address include the need for relevant education about Cyber safety practices through inclusion in the annual budget, implications for the design and delivery of the cyber safety program, the professional development and training, disciplinary responses to breaches of the cyber safety policy and the availability of appropriate professional support.

LSTMFNC takes seriously its responsibility in providing robust policy, guidelines and education for its members in relation to what is deemed acceptable and appropriate online behaviours. The league and/or club name, motto, crest, logo and/or uniform must not be used in any way which would result in a negative impact for the league or club and its members. Members of Worksafe AFL Victoria Country and its clubs have a responsibility to ensure that all online communications are in keeping with the leagues expectations in relation to appropriate and respectful interactions with officials, coaches, umpires, players, parents spectators and sponsors. Players will not post inappropriate comments about individual Worksafe AFL Victoria Country or club members which if said in person during the playing of a game would result in disciplinary action being taken.

“Cyberbullying is a way of delivering covert psychological bullying. It uses information communication technologies to support deliberate, repeated and hostile behaviour, by an individual or group that is intended to harm others” (Belsey 2007)

Cyber bullying includes, but is not limited to, the following misuses of technology: harassing, teasing, intimidating, racially vilifying or threatening another person by sending or posting inappropriate and hurtful e-mail messages, instant message, text messages, phone messages, digital pictures or images, or web site posting (including social network sites eg Facebook or blogs) and the sending, receiving and/or possession of naked or sexually explicit images of a person. Club members must also be aware that postings from their individual accounts, whether done by themselves or another person will remain the responsibility of the account owner.

All members of Lalbert St. Mary’s football netball club must be aware that in certain circumstances where a crime has been committed, they may be subjected to a criminal investigation by police over which the league and/or club will have no control. This particularly applies to ‘sexting’ where the image is of a person under the age of 18 years whereby Police will be informed immediately a club becomes aware of the situation.

### **PROCEDURE**

LSTMFNC Officials or members who feel that they have been the victims of such misuses of technology should save and store the offending material on their computer, mobile phone or other device. They should then print a copy of the material and immediately report the incident to the relevant club/ league representative.

All reports of cyberbullying and other technology misuses will be investigated fully in accordance with Worksafe AFL Victoria country Rule 5.0 and may result in notification to police where the club is legally obliged to do so.

If the Worksafe AFL Victoria Country and/or individual leagues executive receives a complaint about an online issue, the allegations will be forwarded to the relevant League Investigation Officer.

If there is evidence, charges will be laid and the complaint will proceed to the league’s Independent Tribunal, exactly the same as if investigation relates to physical violence or other reportable offences.

### **PENALTIES**

Any proven charges will automatically lead to a minimum of a two (2) match suspension for a registered player. In deciding the final penalty, consideration will be given to the seriousness of the act, the impact on the victim, the impact on the club/league/Worksafe AFL Victoria Country and the prior good history or otherwise of the player. Players charged with these types of offences for a second or subsequent time and where a suspension has been previously imposed will face deregistration.

Any Player presented before the tribunal for the first or subsequent time on a cyberbullying offence must be aware that the penalties available to the tribunal members will cover the complete range including deregistration.

In the case of a non-playing club member being proved to have engaged in harassment or bullying, the club employing, engaging or otherwise associated with the person at the time of the conduct shall be deemed to be vicariously liable for the conduct of the person and shall pay the league a penalty to be determined by the league.

**IMPORTANT TERMS USED IN THIS DOCUMENT**

- (a) The abbreviation '**ICT**' in this document refers to the 'Information Communication and Technologies'.
- (b) **Cyber safety** refers to the safe and responsible use of the Internet and ICT equipment/devices, including mobile phones.
- (c) The term '**ICT equipment/devices**' used in this document, includes but is not limited to, computers (such as desktops, laptops, PDAs), storage devices (such as USB and flash memory devices, CDs, DVDs, floppy disks, iPods, MP3 players), cameras (such as video, digital webcams), all types of mobile phones, video and audio players/receivers (such as portable CD and DVD players), gaming consoles, and any other, similar, technologies as they come into use.),

## 6. EFTPOS POLICY

The purpose of this policy is to set out the rules for use of EFTPOS facility at the Lalbert clubrooms.

No money to be given out unless there is sufficient funds in till to do so.

A limit of \$100.00 dollars is set unless higher amount is authorised by a member of the board or committee after checking to make sure enough funds available.

Person doing transaction must ask person if they want a customer copy of the receipt and place a Merchant's copy in the till draw after writing the person's name on it.

If the transaction is for anything except cash out the person doing the transaction must write on the merchant's copy what the transaction is for (ie Goods and Service, membership, merchandise etc)

There will be a \$2.00 surcharge on all transaction.

If anyone wishes to pay for drinks only they will be allowed one transaction only if they are purchasing the drinks as takeaways.

The person responsible for the till will make sure all the merchant copies are put together and got to the treasure as soon as possible. The Last Settlement printout will also need to be included in with rest of slips for reconciling purposes.

At end of season a decision will made as to what happens to the machine, weather it is shut down and returned for the off season or packed up and stored somewhere safe. Need to make sure we have a stock of paper rolls and have people who know how to change it, will also need to keep type and size in a safe place.

## 7. ILLEGAL DRUG POLICY

The **LALBERT ST MARY'S FOOTBALL NETBALL CLUB** understands and accepts it has a duty of care to provide a safe and healthy environment, free of illegal drugs. This policy reflects a commitment by the club to the health, safety and welfare of all its members.

This policy has been approved by the **Board and Committee** of our Club at its meeting on **14/03/2017**

Our Club is committed to:

- Encouraging and assisting members to realise their full potential within an environment that actively promotes their health, safety and well-being
- Preventing alcohol and other drug related harm to individuals, property and the reputation of the club
- Ensuring a supportive and inclusive environment for all members
- Providing support to members who wish to address their patterns of alcohol and/or illegal drug use
- Meeting legal requirements in relation to alcohol and illegal drugs
- Encouraging moderation and a responsible attitude to the consumption of alcohol

### Purpose

The purpose of this policy is to ensure club members understand the club's position regarding illegal drugs and explain how the club will respond to a drug-related incident within its jurisdiction.

### Definitions

- **Illegal drugs**

Illegal drugs are used by many people in the community, including young adults, so it is likely that some members of our club will have access to them. Currently there are two distinct but related illegal drug issues confronting sporting clubs:

- performance enhancing drugs
- illegal drugs used for social purposes (e.g. at parties, raves, in the home, at the club, etc).

These two categories are not mutually exclusive. Some illegal drugs used for social purposes (such as amphetamines, e.g. speed) may be used to enhance sporting performance.

- **Club jurisdiction**

The Club jurisdiction extends to the club premises and all activities organised by or for the club at any location or venue.

- **Application**

This policy applies to all members, employees, supporters and visitors of the **Lalbert St Mary's Football & Netball Club**. Members and employees should ensure they do not attend the club if adversely affected by illegal drugs and/or alcohol.

- **Club Confidential**

The Club will designate an appropriate individual to act as the ‘Club confident’. This person may, but does not have to be the Club Executive or another office bearer and will be responsible for the management of all illegal drug related incidents.

The Club will support this person to carry out their duties whenever required.

### **Illegal Drug Use**

The possession, use, distribution or selling of illegal drugs for any purposes on club premises or at any function or activity organised by the club is prohibited.

- In the case of an incident involving an illegal drug, the initial actions and responses will focus on the safety and welfare of those directly and indirectly involved. All responses and actions will reflect the club’s duty of care to members, visitors and all other people.
- The club will investigate all apparent or alleged breaches of this policy and determine a course of action after all relevant facts and circumstances are known.
- The club may refer a member who is involved in illegal drug use to a medical or health service for assistance or, if the club deems it necessary in the circumstances, to the police.
- While the Club’s initial position is for support and referral it still reserves the right at the discretion of the Executive Committee to immediately expel any person who is involved in the possession, use, distribution or selling of illegal drugs on club premises or at any function or activity organised by the club.

### **Managing illegal drug incidents**

Where a club member becomes aware that illegal drug use is occurring at the club or within its jurisdiction, the member should pass on this information to the Executive and/or Club Confident. Should the need arise, the Club will sanction the individual(s) in line with the club’s rules and policies.

The Club confident will;

- Speak to the individual(s) in private, expressing concern about their drug use
- Remind the individual(s) of the club policy and asked for a commitment that it will not happen again
- Offer options for support and referral for counselling or other help
- Leave the door open for further communication with the individual(s) concerned.
- Inform the Club Executive in the event of non-compliance
- If an individual(s) is under the influence of a legal or illegal drug at the club, the club will;
  - Ensure the health and safety of the individual(s)
  - Keep the individual under supervision and monitor them at regular intervals
  - Call for medical assistance if required.
  - Arrange safe transport to take them home, unless this involves further risk.
  - Take control of any remaining drugs in their possession, unless this involves further risk.
  - If the person becomes violent or aggressive, contact police to ensure the safety of all.
  - Inform the Club Executive (and Club Confident) as soon as possible.

### **Drugs found at the club or in the possession of an individual**

- If illegal drugs are found at the club or in the possession of an individual, the Executive and/or Club Confident will be contacted as soon as possible.

The Club will:

- o Take possession of the drug if safe to do so.
- o Place the drug in a clean (preferably “snap lock”) plastic bag.
- o Seal the plastic bag with masking tape to ensure it stays closed.
- o The finder and/or club Executive should sign and date the tape/bag.
- o Record details in an incident register.
- o Contact local police and request they attend the club to collect the drugs.
- o Store the plastic bag in a secure place until collected by police.
- o Obtain the signature of attending police for the incident register to show the drugs have been taken into their possession.
- o Ask the person suspected to be in possession of the drugs to leave the premises immediately (assuming it is safe for them to do so), if they deny possessing drugs or refuse to relinquish possession of the drugs to the club.

### **Supplying Illegal drugs**

- If it is suspected or known that a member is supplying illegal drugs to other members of the club, the Club Confidential will;
  - o Speak to the individual to determine if they are supplying illegal drugs to others.
  - o If this is verified, or there is a strong belief this is occurring, the club will contact Crime Stoppers on 1300 333 000.
  - o If it is unable to be verified, the club will monitor the situation and warn the individual that the matter will be reported to the police if the club has continued concerns.

### **Privacy**

- Subject to its right to contact the police if necessary, the Club will maintain the privacy of those involved where possible
- The Club will act with discretion when absolute confidentiality cannot be guaranteed
- Club personnel will be informed on a need to know basis only

### **Contacting parents**

- In the interests of health and safety, the Club will contact the parents or guardian of a minor where apparent or suspected illegal drug use has occurred (unless by doing so it will place the safety of the individual at risk of greater harm)
- The Club will inform all members aged under 18 years that parents will be notified if the club is aware (or strongly believes) they are using or supplying illegal drugs.
- If the member is aged over 18 years, the club will determine each case on its merits and decide whether contacting parents or guardian is in the best interests of the individual.

### **Contacting police**

- If the Club is aware that a member is supplying illegal drugs to other members, they will notify Crime Stoppers of this activity
- In the case of apparent or alleged illegal drug use, the club may report a person to, or seek the advice of the police

### **Medical emergency**

The Club understands that medical assistance may be required if a person has been using drugs.

### **Media**

- The Club will designate a club official to communicate with the media on behalf of the club should the need arise
- The Club may seek advice from the league/association prior to communicating with the media
- No other member of the club will communicate with the media on this issue, unless specifically requested by the club official

**Non-compliance**

All club committee members will enforce the illegal drug policy and any non-compliance will be handled according to the following process:

- The designated Club Confident (and Executive) will be informed of the breach of policy
- The individual(s) concerned will be reminded of the club policy
- Issue a warning of future sanctions for continued non-compliance

The Club Confident and Executive will use their discretion as to the action taken for non-compliance, based on:

- Whether it involved use or supply
- Whether the use or supply takes place within the club's jurisdiction or in private
- Age of the persons involved

In general, and depending on any other rules of the club, should an individual(s) continue non-compliance with this policy, the following will occur;

- suspension for a designated time period
- expulsion from the club.

**Policy review**

This policy will be reviewed annually to ensure it remains relevant to club operations and reflects both community expectations and legal requirements.



## 8. CODE OF CONDUCT BREACHES

The purpose of this policy is to set out the procedure to be followed to avoid being reported for any Code of Conduct breaches.

All executive, committee members, coaches, team managers, game day supervisor, trainers, water boys' members, and supporters must be proactive in helping to discourage any behaviour that could result in the club being sighted for a breach of the code of conduct rules. All club members should read and understand the Central Murray Football Netball League Zero Tolerance policy (on field behaviour) AFL Coaches code of conduct and the CMFNL code of conduct and Appendix 1 of the CMNFL code of conduct.

Whilst barracking and supporting the players is a part of the game offensive language and behaviour is not and won't be tolerated.

Together we must all set a high standard of behaviour while still enjoying your day at the football.

Consistent with the values of the Lalbert St Marys Football Netball Club all members are required to:

1. To conduct themselves towards the club and players in ways that are respectful to all, lawful and in the spirit of the game.
2. In relation to the Mallee Eagles matches, social media channels and events (or when dealing with any club employees, players or officials) to refrain from,
  - Engaging in or endorsing any form of threatening conduct or vilification or abuse on the basis of race, gender, religion, disability or sexuality
  - Any acts of violence, disruptive behaviour or use of offensive or abusive language or gesture
3. To comply with the terms of entry at any venue in relation to any club matches or other club activities, and
4. To conduct themselves in a manner that does not damage (or have the potential to damage) the reputation of the club, its members or supporters.

If you are aware of any breaches outlined above you must contact one of the following to report it;

Executive member, Committee member, Game day supervisor or Team manager who will then act accordingly.

If any person reports an incident to any of the above they must contact another committee member to go with them to speak with the offending person.

All details of the incident must be documented including Time, place nature of incident, person name if known, reporting person and any other relevant information ( ie was it reported by umpires to team manager )

Committee members to talk to the offending person informing them that their behaviour is not acceptable at this club and would they please refrain from any further unruly behaviour or they may be asked to leave the venue. If they fail to obey this Police may be called to remove them.

Also if they continue to behave in an offensive manner they will be required to attend a meeting with the club executive which may result in them having their membership suspended for a period of time.

If the incident is reported by the field umpire and the club is reported under the CMFNL code of conduct the offending person will be asked to pay the fine imposed on the club which can be as low as \$300.00 dollars up to \$5,000.00

The A frame at the entrance gate covers off on the condition of entry notification under the trespassers act and also act as a warning if police have to be called.

If the incident relates to Racial Vilification then it must be reported to the complaints officer who will then go through a procedure to document the issue and report it accordingly,

## 9. SAFE TRANSPORT POLICY

### RATIONALE

**Lalbert ST.Marys Football Netball Club INC** recognizes that:

- It has a duty of care to all members and visitors involved in club-related activities
- Mixing drugs (including prescription medication) with other drugs or alcohol can seriously affect the ability to drive safely
- Driving under the influence of alcohol and drugs is illegal and hazardous to individuals and the wider community
- Drink driving is one of the main causes of road deaths in Australia
- It takes one hour for each standard drink of alcohol consumed to be broken down by the liver
- It takes considerable time until a person can legally and safely drive home if they have consumed over the recommended levels of alcohol.

Accordingly, the following safe transport policy shall apply for all functions undertaken by the club that involve the serving and/or consumption of alcohol.

### GENERAL

- Where possible, the club will display standard drink posters / cards to help patrons recognise what standard drinks are and the implications on drink driving.
- Taxi vouchers (where available) and non-alcoholic drinks will be considered as part of raffle prizes and awards.
- Telephone calls will be made free of charge to arrange a taxi (where available) or to call a sober person to provide transport from the club.
- Contact telephone numbers for taxi services (where available) will be clearly displayed in the club.

### BAR STAFF/SERVERS OF ALCOHOL

Bar staff/servers of alcohol shall:

- Encourage members and visitors to make alternate safe transport arrangements if they are considered to be intoxicated or at risk of exceeding .05 blood alcohol concentration (e.g. free call to a taxi/friend/family)
- Promote low alcohol and non-alcoholic drinks to consumers
- Be provided non-alcoholic drinks and bar food free of charge.

### CLUB FUNCTIONS

- The club will provide transport to and from functions where available and possible (e.g. using club bus or contacting local bus services such as council, school or tourist buses).
  - People who have consumed alcohol are to make alternative safe transport arrangements to get from the bus drop-off to home.
- The committee will pre-order taxis (where available) to arrive at the venue at the conclusion of the function at the patrons expense.
- In specific cases, where a designated driver nominated by the club has accepted the responsibility to drive others home safely, the club will provide non-alcoholic drinks and/or bar food free of charge (or passengers will be encouraged to pay for these for their driver).
- For selected functions, the club will provide designated sleeping areas on site (where safe, possible and legal to do so) for members to use at the conclusion of the night. Members will need to bring a swag/sleeping bag.
- For selected functions held at a hotel or similar, the club will arrange for reduced-rate rooms for members to encourage them stay over rather than drive while potentially intoxicated.
- Taxi companies (where available) will be provided with club function details for potential business on the night.
- Taxi company phone number(s) (where available) will be printed on the function invitation / flyers.
- The MC for the function/committee will advise attendees that the club is a Good Sport accredited club, communicate the safe transport options and regularly remind attendees to drink and behave responsibly.

### **COMMITTEE MEMBERS, MEMBERS, PLAYERS AND OFFICIALS**

Those attending club activities where they are planning on drinking alcohol are encouraged to:

- Make alternative transport arrangements to get to and from the activity safely.
- Plan ahead and arrange overnight accommodation.
- Share a taxi (where available) with friends.
- Catch public transport (where available).
- Ride with a driver who hasn't been drinking alcohol or taking drugs

### **POLICY REVIEW**

This policy will be reviewed annually by the club committee to ensure it remains relevant to club operations, and reflects community expectations and legislation. Updates of this policy will be promoted as outlined above.

## 10. SMOKE FREE POLICY

### (AFL Victoria Regulation 5.1.3 – (c))

#### POLICY

AFL Victoria (AFLV) acknowledges its role in promoting healthy environment standards amongst the AFLV Members and their respective clubs. AFLV Members are required to have in place appropriate Smoking and Alcohol Management Policies.

AFLV shall provide relevant reference points to assist Members establish and / or maintain their own rules and process to deal with the issue of Smoking and Alcohol Management within Australian Football.

The Lalbert St Marys Football Netball club (Mallee Eagles) recognised that passive smoking (inhaling second-hand smoke) is hazardous to health and that non-smokers should be protected from tobacco smoke. Passive smoking can lead to other serious illnesses such as bronchitis, lung cancer, cardiovascular disease, and chest illnesses in children. Accordingly the following policy has been developed by Mallee Eagles Football Netball Club to help protect people's health.

The move to go Smoke Free also complements the Mallee Eagles Football Netball Club desire to create a healthy family friendly environment.

The Mallee Eagles believes that such an environment and image will be advantageous in attracting new members and positively promoting the club in the community.

Legislation and the legal duty of care also provide reasons to have a SmokeFree club. Under common law the Mallee Eagles Football Netball Club has a legal duty of care to ensure that employees, volunteers, players and officials are not exposed to potentially harmful situations. The Occupational Health and Safety Act also stipulates that employees and working volunteers must have a safe environment to work in. Victorian SmokeFree dining legislation also states that enclosed dinning areas must be SmokeFree.

#### **Who is affected by the Policy**

This policy applies to all members, administrators, officials, coaches, players and visitors of the Mallee Eagles.

Timing this policy is effective from 14 of March and will be reviewed annually.

Designate Smoke Free Areas The Mallee Eagles football netball club requires the following areas to be Smoke Free:

- Club and social rooms
- Administration and office areas
- Changing rooms
- Toilet blocks
- Indoor spectator viewing areas
- Playing areas
- Eating areas
- Grandstands and spectator viewing areas
- Near entries and exits of buildings, facilities, and the ground current Victorian government regulations state 5mts from any opening window or door (Show a map or sketch of your facility/venue to clearly indicate all Smoke Free areas)

#### **Behavioural Expectations**

The Mallee Eagles football netball club recognises that role modelling can have a significant impact upon the junior members of the club. Hence, the following individuals and groups are

to refrain from smoking while they are acting in an official capacity for the club or while in club uniform:

- Coaches (when coaching or representing the club)
- Trainers (when training players or representing the club)
- Officials (when representing the club)
- Volunteers (when representing the club)
- Players (when in uniform and representing the club)
- Coaches and trainers will also speak to junior players about the effects of smoking on performance.

### **Promotion of the Policy**

The following mediums will remind patrons about the (name of club)'s Smoke Free policy:

- Non-smoking signs
- Club handbook
- Advertising and promotional resources (eg brochures, newspaper ads etc.
- Club correspondence (letters, faxes, e-mails etc.
- Announcements
- Table signage
- Function speeches
- Signage

Ashtrays will be removed from the clubrooms to discourage smoking. Cigarette butt bins will be provided outside to encourage smokers to smoke outside.

### **Non-Compliance Strategy**

The following five step non-compliance strategy will be followed if anyone breaches the Mallee Eagles Football Netball Club Smoke Free policy.

1. Assume that the person is unaware of the Smoke Free policy.
2. A staff member or club representative will approach the person breaching the policy and politely ask them to refrain from smoking and remind them about the Smoke Free policy.
3. If the offence continues, then the most senior staff member or most senior club representative will verbally warn them again and hand over a formally written letter that outlines the club's policy on smoking. The offending patron must also be made aware that if they don't stop smoking then they will be required to leave the club's facility. The club's management committee will sign off on the letter. This letter will be pre-written and kept both behind the bar and in the club secretary's office so that copies are readily available.
4. If the offence does continue then the patron will be escorted out of the facility by staff and/or a senior club representative.
5. Under no circumstances should the Mallee Eagles Football Netball club Smoke Free policy be breached: No matter who the offender is.

### **Sale of Tobacco Products**

The Mallee Eagles Football Club will refrain from selling tobacco products.

### **Policy Review**

The policy will be reviewed three months after its introduction and then on an annual basis thereafter. This will ensure that the policy remains current and practical.

# **11. TEAMS SELECTION POLICY & GUIDELINES**

## **(AFL Victoria Regulation 5.1.4 (e))**

This document has been produced to clarify the team selection process. It is Club policy to support our Coaches in any reasonable decisions they make. The Club requires our Coaches to adhere to the following guidelines as far as practicable:

### **1. Age Group's U/12 & below**

- In these age groups, the emphasis is placed on participation and enjoyment. Additional goals are the acquisition of football skills and the nurturing of physical and emotional development and well-being.
- Where two sides are formed in the same age group, regardless of their divisional standing, it is the wish of the Club that the two sides will be picked by the Coaches to form two 'equal' teams. The Committee will assist the Coaches select the sides if required.
- Our league policy allows for ... players to play in an under-age match in these age groups. The League requires, and the Club expects, that all players be permitted to play a minimum of a half game as far as practicable.

### **2. Age Group's U/13 through to U/17**

- The Club aspires to provide players the opportunity to play in the highest level within the league. A Club's grading is determined by the performance of these age group teams in matches over the season. A greater emphasis is placed upon individual and team performances.
- Where there is a single side in any age group selection of the side is the responsibility of the appointed coach.
- Where two sides are formed in the same age group and in different Divisions, Coaches are empowered to select teams. This is to be based on the Coaches judgment and perception of the player's abilities, potential, development, attitude, commitment and the need for team balance. The Committee will assist the Coaches select the sides if required.
- Where two sides are formed in the same age group and in the same division, it is the wish of the Club that the two sides will be picked by the Coaches to form two 'equal' teams. The Committee will assist the Coaches select the sides if required.
- Our league policy allows for ... players to play in an under-age match in these age groups. The League requires, and the Club expects, that all players be permitted to play a minimum of a half game as far as practicable. Coaches must endeavour to provide the maximum number of players an opportunity to participate.

### **3. Age group's U/18, U/19 or Open-age**

- The Club aspires to provide players the opportunity to play in the highest level within the league. A Club's divisional allocation is determined by the performance of the senior team in the previous season and / or the number of divisions.
- The selection of the side is the responsibility of the appointed coaching panel. This is to be based on the Coaches judgment and perception of the player's

abilities, potential, development, attitude, commitment and the need for team balance. The Committee will assist the Coaches select the sides if required.

**4. Special needs**

- The Club appreciates that there may be extenuating circumstances, and that some players may wish to be in a particular side. Such requests should be made through the Coaches and Team Managers of the respective teams in accordance with the club conflict resolution procedure.

**5. Refunds of registration fees and jumper deposits**

- Players may withdraw from a team up to and including Round 3 and obtain a full refund of their Registration Fee less insurance, affiliation fee of \$.... and Jumper Deposit (on return of their jumper in a proper state). After Round 3, the remainder of the Registration Fee is non-refundable.

**6. Registrations after commencement of season - Juniors**

- No additional junior registrations will be accepted without the express consent of any affected Coach after the commencement of the playing season. Where teams have at least 25 players, additional players will not be registered unless there are extenuating circumstances. In any such instance the Coach must outline their reasons for consideration by the Committee.
- In all circumstances the club abides by our league policy that does not allow registrations beyond a total of .... per team.
- The Team Selection Policy and Guidelines are reviewed at least annually and every effort will be made to ensure that all parties have access to this information.



## 12.0 VILIFICATION AND DISCRIMINATION POLICY

Full details of the policy are available on the AFL Victoria website under the Policies section.

### 1. Prohibited Conduct

1.1. Vilification & Discrimination No League Participant or Club Official shall engage in conduct which may reasonably be considered to incite hatred towards, contempt for, ridicule of or discrimination against a person or group of persons on the ground of their:

- race;
- religion;
- gender;
- colour;
- sexual preference, orientation or identity; or
- special ability or disability.

### 2. Appointment of League Complaints Officer/s & Club Complaints Officer

2.1. The League shall appoint a League Complaints Officer/s to ensure that any breach of this Policy is responded to in an equitable and prompt manner in accordance with this Policy.

2.2. The League shall ensure that all Clubs have a Club Complaints Officer to whom all vilification and discrimination Complaints are directed.

2.3. The League Complaints Officer/s is responsible for liaising between Club Complaints Officers, in the case of an Inter-Club Complaint, or with a single Club Complaints Officer, in the case of an Intra-Club Complaint, in an attempt to achieve Informal Resolution of the Complaint. 2.4 The Club Complaints Officer and the League Complaints Officer/s shall liaise directly over incidents which in the reasonable opinion of the Club Complaints Officer or League Complaints Officer/s are contrary to Section 1.

### 3. Preliminary Resolution Process

3.1. In the event that it is alleged that a person subject to section 3.1 has engaged in Prohibited Conduct, a Participant may by 5.00pm on the working day following the day on which the Prohibited Conduct is alleged to have occurred, lodge a Complaint with the Club Complaints Officer.

3.2. In the case of an Inter-Club Complaint, the Club Complaints Officer where the Complaint was made shall by 5.00pm on the next working day following the day on which the Complaint was lodged with the Club, lodge the Complaint with the League's Complaints Officer. The Club Complaints Officer shall take no further action once the Complaint has been lodged with the League unless otherwise instructed by the League's Complaints Officer. In the case of an Inter-Club Complaint, the League Complaints Officer/s shall take reasonable steps within the next three (3) days following the day on which the Complaint was lodged with the League Complaints Officer/s to achieve an Informal Resolution if, in the reasonable opinion of the League Complaints Officer/s, the Complaint is capable of an Informal Resolution.

3.3. In the case of an Intra-Club Complaint, the Club Complaints Officer shall take reasonable steps within the next three (3) days following the day on which the Complaint was lodged with the Club to achieve an Informal Resolution if, in the

reasonable opinion of the Club Complaints Officer, the Complaint is capable of an Informal Resolution. If an Informal Resolution is not achieved or it is reasonably believed that the Complaint is incapable of an Informal Resolution, the Club Complaints Officer shall as soon as is reasonably practicable lodge the Complaint with the League's Complaints Officer. The Club Complaints Officer shall take no further action once the Complaint has been lodged with the League unless otherwise instructed by the League's Complaints Officer.

- 3.4.** In circumstances where in the reasonable opinion of the League Complaints Officer/s a Complaint cannot be resolved by way of Informal Resolution, the League Complaints Officer/s shall proceed to Conciliation in accordance with section 5 below.

#### **4. Confidentiality and Records**

- 4.1.** Confidentiality must be maintained throughout the Complaints Process. All parties to a Complaint, the League's Complaints Officer, the Club Complaints Officer, any witnesses and the conciliator must all agree to the maintenance of confidentiality. No person involved in the Complaints Process shall publicly comment on any aspect of the Complaints Process without the prior written agreement of all parties.
- 4.2.** The League shall ensure that any documents relating to a Complaint shall remain confidential and be retained for 7 years from the date that the Complaint is made.

#### **5. Conciliation Process**

- 5.1.** The League Complaints Officer/s shall:

(a) make every effort to ensure that:

(i) confidentiality is maintained at all times during the Complaints Process and that the outcome of the Complaints Process remains confidential;

(ii) any breach of confidentiality is referred to the League Tribunal no later than 5pm on the next working day following the day that the breach is discovered, with the Tribunal to be convened within 7 days from the day on which the referral is made;

(b) the person alleged to have contravened the Policy is informed of the Complaint, the Complaint Process and provide that person with an opportunity to respond to the Complaint;

(c) the President or CEO of the League or his or her Nominee is informed that a Complaint has been received by the League Complaints Officer/s;

(d) statements are obtained from any witnesses identified by the parties to the Complaint;

(e) where available, obtain any other relevant evidence;

(f) any witness statements or any other evidence obtained in the course of conciliating a Complaint is made available to both parties, with an opportunity to comment, as part of the Conciliation process;

(g) a conciliator is appointed to conciliate the Complaint; and

(h) all steps necessary for the Complaint to be conciliated are taken within 10 working days from the day on which the Prohibited Conduct is alleged to have occurred.

- 5.2.** Participants subject to Conciliation who are under 18 years of age must be accompanied at the Conciliation by a Club Official over 18 years of age.

## **6. Investigation**

- 6.1.** In circumstances where a Complaint is not resolved in accordance with section 5 above, the League Complaints Officer/s may refer the matter to an Investigation Officer to investigate aspects of the allegation or circumstances surrounding the Complaint which, in the reasonable opinion of the League Complaints Officer/s, require further investigation to resolve the Complaint.
- 6.2.** The Investigation Officer shall report to the League Complaints Officer/s on any information or evidence obtained in accordance with 6.1. Any information or evidence obtained by the Investigation Officer and provided to the League Complaints Officer/s shall be provided to all parties to the Complaint as part of the Complaint Process.

## **7. Tribunal Referrals, Process & Appeal**

- 7.1.** Following an investigation under section 6, if any, or following a failed Conciliation under section 5, the League Complaints Officer/s may refer the Complaint to a League Tribunal
- 7.2.** The League Tribunal will be constituted in accordance with the rules and regulations of the League and the League shall determine who is responsible for prosecuting the Complaint at the Tribunal.
- 7.3.** Where the referral to the League Tribunal is made pursuant to this section 7.1 of this Policy, the Tribunal will hear the Complaint within 5 working days of the Complaint referral being made.
- 7.4.** The League Tribunal has the power to order any reasonable penalties or directions for breaches of this Policy as are allowable under the rules and regulations of the League in force at the time of the hearing.
- 7.5.** Where a party to a Complaint is unsatisfied with the decision made by the League Tribunal, they may ask the Club's Officer to request that the League establish a panel to hear an appeal from the decision in accordance with the League's appeal regulations.

## **8. Club Liability**

- 8.1.** If found to have contravened this Policy a Club may be vicariously liable for Prohibited Conduct engaged in by a Participant connected to the Club if the Club is unable to establish that it took reasonable precautions to prevent the Participant from engaging in that Prohibited Conduct

## 13. VALUES & VISION STATEMENT

In 2021 our club undertook a Culture of Respect program through the Club Respect organisation. (Part of the Victorian Women's Trust) We were the first Victorian country sporting club to do this and joined the likes of AFL team North Melbourne FC and NRL team Melbourne Storm

At the end of this program all participants gave input into how our club is currently viewed, what our club stands for now, and what we should stand for into the future. All this feed-back was summarized into some twenty value words, with the top four becoming our club Values.

As our club moves forward, the Executive Board and General Committee strives to lead and make decisions by following our club values, helping to achieve outcomes that live up to our club vision.

Our values are:

**Respect, Enjoyment & Fun, Support, Teamwork**

Our values build upon our club vision which for many years has been:

**Building Success Through Family Fun**

## 14. 2023 OFFICIALS

### **BOARD**

Tony Holloway  
Sarah Young  
Lee O'Meara

### **SECRETARY**

Deanne Wiseman

### **TREASURER**

John Scaresbrook

### **FINANCE OFFICER**

Tony Holloway

### **NETBALL MANAGER**

Maree Kingwill

### **FOOTBALL MANAGER**

Aaron Gaut

### **JUNIOR FOOTBALL MANAGER**

Allastair & Stacey Wells

### **CANTEEN MANAGER**

Maree Kingwill

### **BAR MANAGER**

Drew Meehan

### **SPONSORSHIP MANAGER**

Karen Bennett

### **MEMBERSHIP MANAGER**

Paula Watson

### **SOCIAL COMMITTEE MANAGER**

Jorja McDonald & Jess Jobling

### **AG MANAGER**

John Fogarty

**2023 COACHING TEAMS****NETBALL****A Grade & A Res**

Meg Allen – Head Coach

Jess Jobling – Assistant Coach

**B Grade**

Jess Gaut – Head Coach

**B RES**

TBA

**U18**

Vicki McDonald – Head Coach

**U16**

Christine O'Meara

**U14**

Deb Parsons

**U12**

Katherine Bissett

**NET SET GO**

TBA

**FOOTBALL****SENIORS**

Brent Sheahan – Head Coach

Harry Allen – Assistant Coach

**RESERVES**

Luke Roberts – Co Coach

Ben Shepherd – Co Coach

**U17.5 – COLTS**

Scott Worner

**U14.5**

Ryan Fordham

**U12**

Craig Kennedy – Head Coach and Todd Day-Henery – Assistant Coach

**AUSKICK**

Steve Jenkins

## **15. OUR CLUB HISTORY**

*PLEASE NOTE: WE ARE STILL UPDATING THE CLUB HISTORY RECORDS, AND SOME INFORMATION MAY BE MISSING.*

### **PRESIDENTS (Since WWII)**

1946-49	Ken Ingram
1950	John Scott & Gil Ralston
1951	Gil Ralston
1952-53	Ron McFarlane
1954-56	Tim Donohue
1957-61	Louis Allen
1962-65	Bruce Jobling
1966-68	Gordon Oppenlander
1969-71	Jack Lavey
1972-74	Len Donohue
1975	Barry Kelly & Jim Bookham
1976-77	Jim Bookham
1978	Bruce Jobling
1979-80	John Curthoys
1981-82	James Meehan
1983-84	Ken Meehan
1985-87	Col Nalder
1988-89	Max McGregor
1990	James Meehan
1991-92	Bill O'Meara
1993-94	John Prior
1995-96	Brian Jobling
1997	Howard Rosewarne
1998-2001	Wayne Bennett
2002-04	Neil Bedggood
2005-06	Darren Scott
2007-09	Shaun Warburton

### **BOARD OF MANAGEMENT**

2010-11 Ken Alexander, Gordon Bennett, Roger Bett, Alan Davies

### **EXECUTIVE COMMITTEE**

2012-13 Ken Alexander, Gordon Bennett, Roger Bett, Bill Johnstone  
 2014 Ken Alexander, Roger Bett, Dayle Alexander, Shaun Warburton  
 2015 Dayle Alexander, Shaun Warburton, Colin Shepherd, Geoff Kendell

### **BOARD OF MANAGEMENT**

2016-17 Colin Shepherd, Geoff Kendell, Joe Walsh, Kerryn Zanker  
 2018 Colin Shepherd, Geoff Kendell, Kerryn Zanker, Tony Holloway  
 2019-20 Colin Shepherd, Tony Holloway, Alan Davies  
 2021 Tony Holloway, Wes Bennett Jnr  
 2022 Tony Holloway, Wes Bennett Jnr, Sarah Young  
 2023 Tony Holloway, Sarah Young, Lee O'Meara

**SENIOR FOOTBALL COACHES (Since WWII)**

1946-48	Jack Lavey
1949	Alex Dick
1950-52	Ernie Parker
1953-54	John Collins
1955-56	Jack O'Connor
1957	John Lane
1958	Don Mariager
1959	John Shelton
1960	Ernie Collihole
1961	Max McGregor
1962-64	Mal Richardson
1965-66	John Howden
1967	David Cerini
1968-69	Doug Lay
1970	Laurie Arnold
1971	David Timmins & John Horne
1972-74	Bruce Chalmers
1975	Barry Kelly
1976-78	Bob Lane
1979	Chris Drum
1980	Wayne Bent
1981	Wayne Primmer
1982	Tim Connick
1983	Dermott Power
1984-85	Neil Evans
1986-87	Rob Waterson
1988	Gavin Schultz
1989-90	Robert Masters
1991	Greg Allen
1992-93	Bernie Conlan
1994-95	Rob McCartney
1996	Gerard Bibby
1997-98	Mark O'Meara
1999-2000	Tony Keely
2001	Brenton Hogan
2002	Mark O'Meara
2003	Greg Allen
2004	Sam Heffernan
2005	Lance Brown
2006	Robert Masters
2007-08	Danny Verbeek
2009-10	Jason McKay
2011-12	Daniel Ward
2013	Jamie Macri & Boden Alexander
2014	Boden Alexander
2015	Boden Alexander & Tyson Mihocek
2016	Boden Alexander
2017	Dean Helmers



2018	Dean Helmers
2019	Dean Helmers
2020	Dean Helmers
2021	Dean Helmers
2022	Brent Sheahan
2023	Brent Sheahan

### FOOTBALL PREMIERSHIPS

Seniors	Reserves
1952	1952
1964	1969
1966	1974
1976	1996
1992	2017
1996	

### NETBALL PREMIERSHIPS

B Grade	B Grade	4ths (U14)
1996	2017	1976
	2018	
	2019	
	2022	

### FOOTBALL LEAGUE BEST & FAIREST WINNERS

Seniors	Reserves	Thirds
1949 Alex Dick	1952 Norman Alexander	1966 Peter Pryor
1959 John Curthoys	1954 Rob Allen	1968 Bill Nalder
1973 Graeme Nalder	1969 Owen Power	1972 Max Grey
1986 Rob Waterson	1978 Kenny Alexander	1986 Stuart McGregor
1987 Gaven Schultz	1984 Ray Bedggood	1987 Craig O'Meara
1989 Trevor Holt	2012 Caylan Lyons	1996 Lance Brown
1990 Alan Davies		2008 Joel Bramble
1993 Bernie Conlan		2019 Darcy McGregor
2003 Lance Brown		
2006 Lance Brown		
2019 Harry Allen		

### LEAGUE LEADING GOAL KICKERS

Seniors	Reserves	Colts
1948 Roy Nalder	2012 Nicholas Bennett	2022 Harry McGregor
1955 Maurie Power	2013 Nicholas Bennett	
1963 Leon Power	2017 Sean Bedggood	
1964 Leon Power		
1965 Leon Power		
1968 Leon Power		
1970 Leon Power		
1973 Leon Power		

### NETBALL LEAGUE BEST & FAIREST WINNERS

A Res	B Grade
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2022 Sarah Young

2017 Deb Parsons

2018 Deb Parsons

2019 Deb Parsons

2022 Deb Parsons

**FOOTBALL SENIORS CLUB BEST & FAIREST WINNERS**

1946 Laurie Nalder

1985 Darren Jobling

1947 Roy Nalder &amp; Jack Lavey

1986 Trevor Holt

1948 Roy Nalder

1987 Gaven Schultz

1949 Alex Dick

1988 Craig O'Meara

1950 Ernie Parker

1989 Alan Davies

1951 Arch Alexander

1990 Alan Davies

1952 Pat Power

1991 Mark O'Meara

1953 John Collins

1992 Bernie Conlan

1954 Jack Gilmore

1993 Bernie Conlan

1955 Max McGregor

1994 Cade Evans

1956 Jack O'Connor

1995 Mark O'Meara

1957 Jack O'Connor

1996 Gerard Bibby

1958 John Curthoys

1997 Mark O'Meara

1959 Rob Allen

1998 Scott Brown

1960 Ken Allen

1999 Craig O'Meara

1961 Pat Power

2000 Tony Keely

1962 Colin Nalder

2001 Mark O'Meara

1963 Colin Nalder

2002 Sean Charles

1964 Max Proctor

2003 Lance Brown

1965 Ken Allen

2004 Sam Heffernan

1966 Ken Allen

2005 Sean Charles

1967 Colin Nalder

2006 Lance Brown

1968 Colin Nalder

2007 Peter Aikman

1969 Gordon Allen

2008 Peter Aikman

1970 Colin Nalder

2009 Peter Aikman

1971 Lee Brown

2010 Ricky Thomson

1972 Graeme Nalder

2011 Mark Tasiyan

1973 Bruce Chalmers

2012 Ricky Thomson

1974 Lee Brown

2013 Jake Mills

1975 John Brookshaw

2014 Martin Kelly

1976 Graeme Nalder

2015 Warren Caryle &amp; Martin Kelly

1977 Peter Bacon

2016 Mitch Bosward

1978 John Brookshaw

2017 Rhys Smith

1979 Ross Sidebottom

2018 Corey Viani

1980 Tim O'Sullivan

2019 Harry Allen

1981 Kenny Alexander

2020 No Season – Covid Pandemic

1982 Wayne Primmer

2021 Brent Sheahan

1983 Paul O'Brien

2022 Ayden Tessari

1984 Trevor Holt

**NETBALL A GRADE CLUB BEST & FAIREST WINNERS**

2022 Alicia Harvey

### **LIFE MEMBERS**

Greg Kelly	John Robson	Vincent O'Meara	Louis Allen
Ken Ingram	Louis Pola Snr	Bruce Jobling	Ernie Nalder
Gordon Oppenlander	Jack Lavey	Roy Nalder	Bill O'Meara
Neil Evans	David Meehan	Pat Power	Max McGregor
James Meehan	Ken Meehan	Jack Loughran	Arch Alexander
Janet McGregor	John Curthoys	Robert Cashin	Brian Jobling
Neil Bedggood	Wayne Bennett	John Scaresbrook	Chris Warburton
Lila O'Meara	Barry Nalder	Gomer Davies	Colin Shepherd
Nicholas Power	Kenny Alexander	Kathie Alexander	Len Donohue
Judy Allen	Dayle Alexander	Margaret Shepherd	Maurie Meehan
Gordon Bennett	Karen Bennett	Roger Cummings	Roger Bett
Stuart McGregor			

### **CLUB SONG**

We are the Blue and Gold  
 We are the good old Blue and Gold  
 We're the team that comes from miles around  
 We'll beat them on our own or any ground  
 Some come to cheer us, while others jeer us, they can't get near us  
 We are the Lalbert footballers  
 We are the good old Blue and Gold