

SEJSC Club Handbook



INTRODUCTION

Welcome to the Salisbury East Junior
Soccer Club (SEJSC) Handbook.

The information contained in this booklet has been compiled to assist everyone in understanding how the club operates, its rules and regulations, and any other pertinent information about our club.

Having this information will enable you to contribute to the smooth, successful and safe running of the club throughout the season.



GO STRIKERS!!!

POSTAL ADDRESS

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SOCCER CLUB INC.
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CLUBROOMS

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WEB SITE

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Road Safety

Please be conscious that Gloucester Avenue is a suburban thoroughfare and although limited to 50km, is often used by vehicles travelling in excess of this speed. Take extreme care if crossing the road, and always watch for children who are near the road particularly if they are chasing a ball.

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OUR CLUB

The SEJSC is a member of the Elizabeth & Districts Junior Soccer Association. This means that all our teams play in competitions organised by E&DJSA and that “we” attend the Association’s “Council of Clubs” and provide input into the associations operation.

The Association publishes a “Yearbook” annually, which is released a few weeks into the season. This details the important rulings of the Association along with details of each of the affiliate clubs, round fixtures and general information.

A Committee representing players and parents manage the SEJSC, for the benefit of all club members and teams. The committee is just people like you, who contribute the little time they have available, in supporting children who want to play soccer. We would like to encourage you to consider becoming a committee member.

The club A.G.M. is held in October or November each year. At the A.G.M. all committee positions are declared vacant (as is standard practice), and nominations are called for the election of a new committee. Nomination forms are available through the club Secretary if you wish to indicate your interest for a committee position for the next financial year. Note: Financial years are 1st Oct to 30th Sept of the following year.

OUR HISTORY

The Salisbury East Junior Soccer Club was formed during the off-season of 1968/1969 by a small group of enthusiasts with the intent of taking over the responsibility for the junior soccer teams in the Salisbury East & Madison Park areas. At that time Salisbury East was a newly developed area with many of the families having recently migrated from England or other parts of Europe. In its first year (1969) SEJSC fielded 4 teams with their home ground at the Manor Farm Oval on Northbri Avenue. By the following year (1970) some of SEJSC’s home games were being played at Davey Oval, Gloucester Avenue, Salisbury East.

By 1972 SEJSC had established its permanent “home base” at Davey Oval hiring the grounds from the City of Salisbury. A small shed in the South Eastern corner served as the clubrooms until a permanent structure was erected around 1973/1974 . (The clubrooms were upgraded and extended again in 2009.)

Having run successfully for 6 years the club was incorporated on the 26th February 1975.

Other Achievements:

- In 1972 the “Most Sporting Team” in E&DJSA was awarded to SEJSC’s Under 11 team.
- In 1992 SEJSC won the “Most Sporting Club” in the ED&JSA.
- In 2005 SEJSC was awarded runners up of the EDRA Dennis Moore Trophy.
- In 2008 SEJSC was awarded runners up of the EDRA Dennis Moore Trophy .
- In 2011 SEJSC won the EDRA Dennis Moore Trophy .
- In 2012 SEJSC was awarded runners up of the EDRA Dennis Moore Trophy .

MISSION STATEMENT

THE COMMITTEE OF THE SALISBURY EAST JUNIOR SOCCER CLUB WILL:

- Create a safe environment for and encourage the young people of our club to participate in soccer not just as a player but also as a coach, team manager, official or referee.
- Provide quality equipment and instruction to ensure the well-being of all players, coaches and team officials
- Assist coaches and teams by highlighting appropriate behaviours and skill development, and to help improve standards of coaching and refereeing with an emphasis on fair play.
- Encourage all players, club officials and spectators to respect the rights, dignity and worth of every young person regardless of gender, ability, cultural background or religious beliefs.
- Condemn the use of violence in any form, whether by player, coaches, officials or spectators at any game, training or function of the club or Association.

MEMBERS CODE OF CONDUCT

As a member of the Salisbury East Junior Soccer Club, a member accepts responsibility for complying with the code of conduct. The member also agrees that any breach of the Code of Conduct may incur a penalty decided by the Club Committee.

All members will:

- Accept responsibility for the actions of, and behavior of, any family members (immediate or extended) attending any match, training or organized function in line with the individual codes of conduct of the club.
- Act responsibly towards officials, players and supporters of the EDJSA, SEJSC or an opposing team.
- Respect and follow directions of club, coaching and match officials.
- Never provoke or show aggression towards other players or abuse match officials.
- Avoid individual or collective behaviour, which may be seen by others to be offensive.
- Make no detrimental statements in public about match, club or district officials.
- Respect facilities and equipment of both our club and opposing clubs.
- Encourage and applaud good and fair play by team mates and other teams.
- Assist your club at functions, in fundraising and on game day.
- Abide by the SEJSC's **ZERO TOLERANCE** of Alcohol Policy. No alcohol is to be sold or consumed on the sidelines during any club function or game except within a licensed facility.

OFFICIALS CODE OF CONDUCT

As an Official of the Salisbury East Junior Soccer Club, any official also accepts responsibility for complying with the following codes in addition to the Members Code of Conduct:

- Consider the safety and welfare of the players at all times.
- Ensure all players are included and can participate, regardless of their race, gender, ability, cultural background, sexuality or religion.
- Be consistent, impartial and objective when making decisions.
- Address unsporting behavior and promote respect for other players and officials.
- Ensure quality supervision and instruction for players.
- Support coaches and officials to improve their skills and competencies.
- Act honestly, in good faith and in the best interests of the sport as a whole.
- Ensure that any information acquired or advantage gained from the position is not used improperly.
- Conduct club responsibilities with due care, competence and diligence.

COACHES CODE OF CONDUCT

As a coach of the Salisbury East Junior Soccer Club, a coach also accepts responsibility for complying with the following codes in addition to the Members Code of Conduct:

- Consider the safety and welfare of the players at all times.
- Help each person (athlete, official, etc.) to reach their potential.
- Respect the talent, developmental stage and goals of each person and encourage them with positive and constructive feedback.
- Obtain appropriate qualifications and keep up-to-date with the latest coaching practices and the principles of growth and development of young players.
- Ensure that any physical contact with another person is appropriate to the situation and necessary for the person's skill development.

PLAYERS CODE OF CONDUCT

As a player of the Salisbury East Junior Soccer Club, a player accepts responsibility for complying with this code of conduct.

- Accepts all policies set in place by the club.
- Give your best at all times.
- Participate for your own enjoyment and benefit.
- Play by the rules and show respect for other players, coaches and officials.
- Never provoke or show aggression towards other players or abuse match officials.
- Respect and follow directions of club, coaching and match officials.
- Respect facilities and equipment of both our club and opposing clubs.
- Encourage and applaud good and fair play by team mates and other teams.
- Acts responsibly on & off the field at all times.

PARENTS & SPECTATORS CODE OF CONDUCT

Any parent or spectator also accepts responsibility for complying with the following codes in addition to the Members Code of Conduct:

- Encourage your child to participate, do their best and have fun.
- Focus on your child's effort and performance, rather than winning or losing.
- Never ridicule or yell at a child for making a mistake or losing a competition.
- Help out the coach or officials at training and games, where possible.
- Model appropriate behavior, including respect for other players and officials.
- Respect the effort and performances of players and officials.
- Follow all club policies and rules at all times.

SEJSC's ROLE IN CHILD **PROTECTION**

Everyone involved in a recreation group or sporting club has a responsibility to care for and protect any children who participate in their activities.

Section II of the Children's Protection Act 1993 requires persons of defined classifications to notify Children, Youth & Family Services of reasonable suspicions that a child is being or has been abused or neglected. This legal obligation extends to:

Sect II (2)(j) *Any other person who is an employee of, or volunteer in, a government department, agency of instrumentality, or local government or non-government organization that provides health, welfare, education, sporting or recreational, child care or residential services wholly or partly for children, being a person who:*

- (a) is engaged in the actual delivery of those services to children; or*
- (b) holds a management position in the relevant organization the duties of which include direct responsibility for, or direct supervision of, the provision of those services to children.*

Therefore, staff and volunteers of recreation and sports groups working with children have a legal obligation to report any suspected child abuse and/or neglect, (be it sexual, physical or emotional abuse)

Child Abuse Report Line:
13 1478

TEAM INFORMATION

Club Strips & Numbers

The allocation of strip/numbers will be done at the beginning of the season by the coach of your child's team. If for any reason you deem your child MUST play in a particular number you will need to discuss this requirement with your coach prior to the issue of the strips. Bear in mind though that children's sizes can differ greatly within children of the same age, and there may not be a shirt (with a specific number) available in your child's size. Playing strips are only to be used by players during play on game days. Strips are to be collected at the end of each game by team nominated person/s for cleaning and returned to the team coach at the next training session.

HOT WEATHER POLICY

It is on the onus of the coach to schedule training to ensure that the team has the best opportunity to train prior to the commencement of the season. As the warm weather has often extended into late March in recent years, many teams either reschedule their training days to other days/times or cancel their training for the week. If the temperature is forecast at 32 degrees or above, training will not take place. If you are in any doubt as to whether training has been cancelled, please contact your coach for confirmation.

NB: SEJSC are bound by the rules and regulations of the E&DJSA in regards to training in hot weather.

Scratch /Friendly Matches

Your coach may choose to organise a "scratch" match with another team within SEJSC or another club prior to the actual commencement of the playing season. If this is the case, and once venues and a forum have been agreed, approval will be sought from E&DJSA where the match involves another E&DJSA club.

These matches are usually, but not always, run under full match conditions, i.e. Independent referee, full rules, club uniform etc. It is a good opportunity for new players to bond with their team prior to the start of the season and while the Management Committee does not have any input to the coaching regime of teams, it fully supports coaches/teams who wish to organise Scratch /Friendly Matches.

Practise Night

All registered players are expected to attend practise each week and it is a matter of courtesy that you advise your coach if your child cannot attend. The Coach determines practise nights and times which best suit the team and club. e.g. it is recommended that there is an even spread of teams across the week nights so that the grounds are not over utilised in any specific day.

Foot & Leg Wear

Appropriate enclosed footwear and shin pads MUST be worn at all practises and games. A player that arrives at training, or a match game, without the correct foot and leg wear will not be allowed to participate.

Matches

All players are expected to attend matches. If you cannot attend a match, please advise your team's Coach or Team Manager as soon as possible before the game. It is a matter of courtesy and will allow them to reorganise their team if required. Players must be at the game location at least 15 minutes before kick-off, or as determined separately by the Coach.

Match Helpers

Every week your team will need to:

- Set up the goal nets, take them down or do both (for home games);
- Supply a Team Manager (if you do not have one);
- Supply an Assistant Coach (if you do not have one);
- Supply a Ground Marshall for all games;
- Supply a Linesman for Under 9 and above for all games; and
- Supply volunteers for the canteen and BBQ during your roster period.

Please take the time to help your team when asked. Everyone wants to watch their children play and by sharing some of these onerous tasks all members of the team can share this pleasure as well.

TEAM POLICY

- The Coach of any team has the final decision on who will start and what position they play, on match day in his team.
- Each team will have an Assistant Coach and Team Manager. The Team Manager is responsible to the Coach on match day and will be the contact point for the Management Committee.
- The coach is responsible for his team reaching any skill standards set by the EDJSA, SEJSC or the Coaches Coordinator.
- Teams will comprise players of their age group. If the Coach and Coaches Coordinator deem it necessary a younger player may play up one age group, but this should only be if the lower grade has more than 13 players or more than 10 for modified rules. EDJSA policy states “once a player has played 4 games up they will be Ineligible to play in their original age group for the remainder of the season.”
- Any team issue raised by a parent should be discussed first with the Team Manager, who will then discuss the matter with the coach.
- If an issue cannot be resolved via the Team Manager, the next step is for the parent to raise the issue with the Coaches Coordinator.
- The Coaches Coordinator and the Coach will work together to resolve any issues. The Coaches Co-ordinator will approach the Management Committee with a team issue that cannot be resolved, or upon request by a parent.

FAQS -FREQUENTLY ASKED QUESTIONS

How old does my child have to be to participate?

The Association run an Under 6 age group to cater for children who either turn the age of 6, or younger, in the calendar year. It is advisable for children who do not turn at least 5 in the calendar year, to wait an extra year before committing to a playing season.

My child turns 4 during the year. Can my child still participate?

In the case of a younger child consultation between the Parents, Coach and Coaches Co-ordinator will be required. The Coach and Coaches Co-ordinator will have the final decision in the matter and any decision will not set a precedent for future decisions. Children at this age are usually better suited to spend a year in a “development squad” before joining an Under 6 team.

My child played in a modified rules team last year with only 10 players but this year there were 12. Can the team have 10 players next year?

As a Member of the Association the SEJSC must abide by the E&DJSA Fair Play policy. SEJSC do not turn children away who wish to register unless they:

- Cannot be fitted into a team (under the rules of the Fair Play Policy); or
- SEJSC is not entering a team in their age group; or
- They do not pay the required fees by the required date (excluding alternative arrangements); or
- They are ineligible to play due to age or being registered in another Association.

My child played last year and will automatically get back into his team this year. Why does he need to pre-register in November?

No child is allocated to a team without registering for the playing year. On the 19th November 2002 the SEJSC Management Committee set down the November registration day for existing players. This was established to ensure that players who registered in November would be able to play the next season. The Feb registration date serves as a “top up” and all registering players – regardless of whether they played the season before - will be allocated to teams on a “first come first served” basis.

Who is a member of the club?

The following are members under the SEJSC Constitution:

- Parents (includes guardians and care-givers) of a fully paid up (financial) playing child.
- Any other interested adult who may not have children playing at the club i.e. Coaches and/or other Committee members

What are non-competitive age groups?

Non-Competitive competitions do not play for any points and no results are kept for publication by the E&DJSA. Non-Competitive age divisions are Under 6 through to Under 9. Teams are usually split into 4 divisions in each age group to ensure that “like experienced” teams participate against each other.

What are competitive age groups?

The competitive age divisions are Under 10 up to Colts and results and tables are kept by the E&DJSA and published each week during the playing season on their web site.

FUNDRAISING & SPONSORSHIP

Team Sponsorship

Please be aware that the Management Committee only sets guidelines & recommendations and does not actively pursue sponsorship for **individual teams**. Team sponsorship is on the onus of the team members. The suggested levels of sponsorship are available for viewing on the SPONSORS board in the clubrooms.

Club Sponsorship

In contrast to Team sponsorship the Management Committee will pursue Club Sponsorship for special events or to benefit the Club as a whole. Any monies received under “Club” sponsorship will be used to benefit all teams and are never apportioned to a single team.

Canteen and BBQ

These are the major contributors to the financial well-being of SEJSC and as such your direct involvement and support is required.

The Canteen will be managed and stocked by our Canteen Manager who will ensure that the petty cash float and keys are available for the first team each Saturday and Sunday. If the Canteen Manager is unavailable then the door keys can be obtained from the coach. When you are playing at home your team will need to provide volunteers to run the canteen and BBQ during your match. Your Team Manager will maintain a roster so please coordinate your availability with them. Nobody wants to raise membership fees and by maintaining a Canteen/BBQ facility the club is able to reduce fees by \$25-\$30 per player each year.

**** Please SUPPORT the canteen/BBQ in order for it to SUPPORT YOU. ****

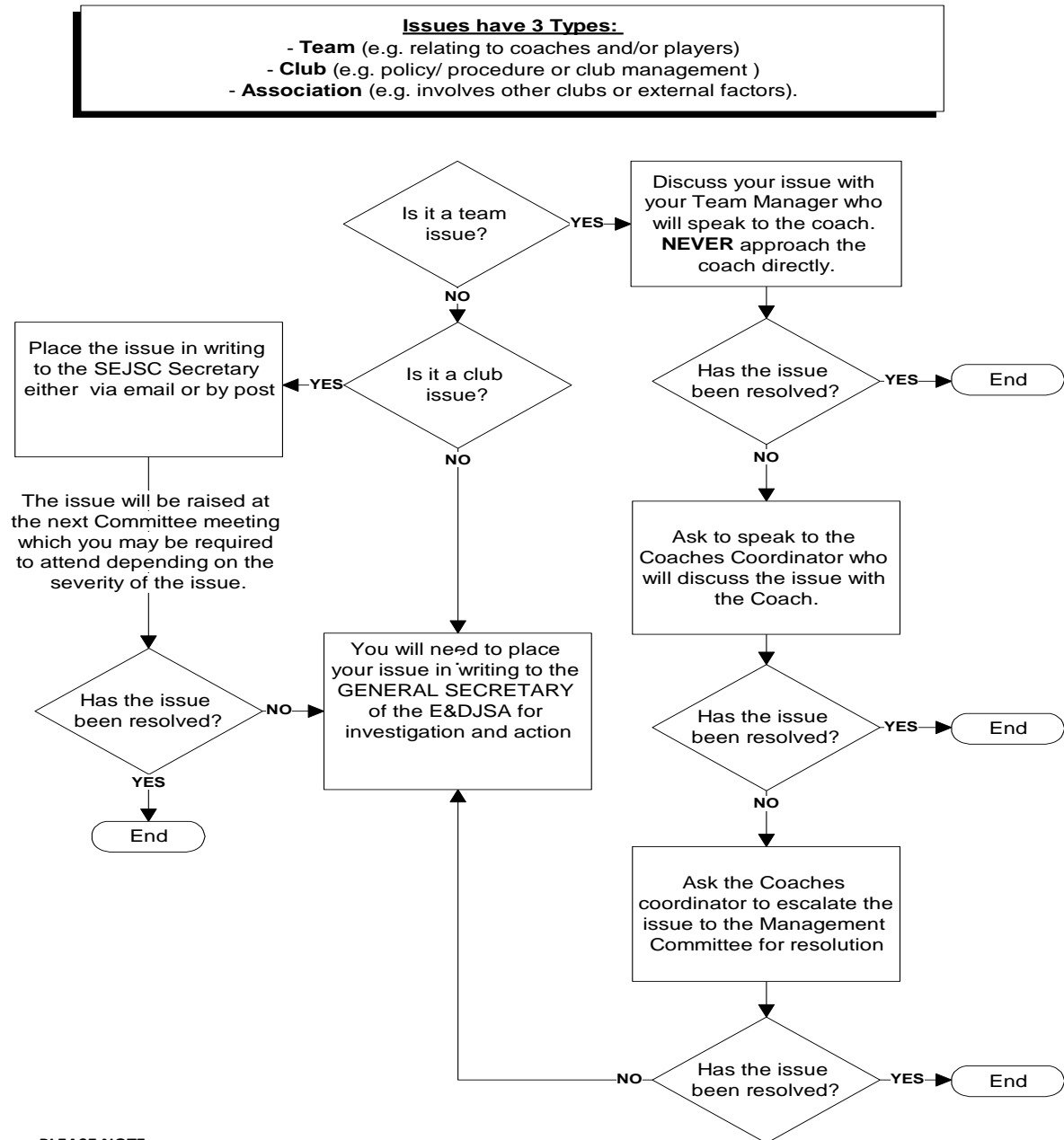
Fundraising

Like all other sporting clubs SEJSC needs to supplement Membership and Canteen revenue by additional fundraising. We are conscious that many members already support other organisations, sporting clubs and schools during the year so we simply ask that where you can, you also support SEJSC. Remember every dollar raised helps SEJSC provide much needed equipment and facilities for your children. If you are willing to assist with organising a fundraiser or have an idea for a fundraiser please let your Team Manager know.

GRIEVANCE PROCEDURE

Should you encounter an issue or problem at the club, it is important that it is resolved.

If you are not sure what is the best way to go about this, below is the club grievance procedure.



PLEASE NOTE:

Instances of inappropriate conduct or behavior, reported to the SEJSC Committee, will be treated seriously and dealt with on a case by case basis, some resulting in suspension, and may include the reporting of concerns to a higher authority, the EDJSA (this includes complaints made against committee members, coaches, parents and players).

DEVELOPMENT SQUAD POLICY

These shall be formed “annually” – as required by the Committee ⁽¹⁾ – after the playing season has commenced to cater for those children who are either: deemed too young to play in Under 6; or have missed a team placement due to full squads in the Under 6 age group.

The relevant registration fee shall be paid to SEJSC before any child becomes a member of this squad and shall be set annually as determined by the Committee.

The annual fee includes:

- Parents membership to the club,
- The loan of a training top for the child ⁽²⁾,
- The child’s registration fee to E&DJSA,
- Use of club equipment (under instruction) during the season; and a certificate & medal of completion at the end of the season ⁽³⁾.

The fee includes approx. 18 weeks of development sessions and will include internal “Small Sided games” as determined by the instructor. The fee is fully inclusive and is non-refundable should a child withdraw before the completion of the season for any reason. NB: A child should not remain in a development squad for more than 1 season.

⁽¹⁾ - Pending availability of both an instructor and enough children to form a squad of no less than 5 participants.

⁽²⁾ - To be returned to the club at the end of the season or when the child leaves the squad (whichever comes first)

⁽³⁾ - For those children who are still a member of the squad at the completion of the season only.

Development squads as determined in the E&DJSA Constitution,

Upon payment of a registration fee per child to E&DJSA, clubs will be permitted to conduct “development sessions” for children aged 5 years or under, at 0001 hours on the 1st of January of that year. These squads are to be used solely for the purpose of teaching and developing the skills of these children in non-competitive, game free sessions, designed to allow an introduction to modified rules teams at under 6 and over. All sessions shall be conducted and supervised by appropriate personnel that have passed a minimum of level O or equivalent coaching accreditation, hold an E&DJSA accreditation certificate and shall have passed a Police check carried out by SAPOL. The above squads shall not be instigated in lieu of fielding under 6 modified rules teams. i.e. Wherever enough under 6 players are available to field teams then the club shall field teams accordingly.

TROPHY PRESENTATION POLICY

To encourage participation and in recognition of improving skills and behavior's in all grades, all players will be awarded a participation trophy at the Annual Presentation at the end of the season providing the player is still an active team player. ⁽¹⁾

NON-COMPETITIVE LEAGUE (MODIFIED RULES) Under 6-9:

No individual certificates, awards or trophies will be permitted in line with the (E&DJSA Policy).

“No individual award/s should be awarded, as this could make players compete against another to win such awards. If all of the team were given a pennant, trophy or certificate at the same time they would all have to be identical. (EDJSA Policy).”

COMPETITIVE LEAGUE Under 10 and above:

The coaches of Under 10 and above teams may present a Best Team Player and a Most Improved Player on presentation day as per requirements below.

Best Team Player: Is awarded by the Coach for the player who has an excellent attendance record to training and games. Who has helped the coach get matches and games started on time, has always tried their best and strived to carry out coach's instructions. They may have also displayed encouragement and comradeship to other team members.

Most Improved: Is awarded by the coach to a player who has clearly displayed improvement during the season. Improvement can be in attitude, skills or all round improvement.

RECOGNITION AWARDS FOR CONTINUOUS INVOLVEMENT:

The Club will award 5, 7 and 10 year awards at the presentation day as follows:

A 5 year certificate will be presented to those players who have participated at SEJSC for 5 continuous years.

A 7 year certificate and a 7 year medallion will be presented to those players who have participated at SEJSC for 7 continuous years.

A 10 year certificate and a 10 year shield will be presented to those players who have participated at SEJSC for 10 continuous years.

The Club Committee may also present awards to any person showing exceptional commitment to the club during the year.

The club shall actively seek sponsorship for all trophy presentations.

⁽¹⁾ Players who have withdrawn from a team prior to the end of the playing season are not eligible for a Participation trophy.

PART YEAR FEE AND REFUND POLICY

Part Year Fee

If a player is registered after the start of the playing season, the yearly fee will be reduced in accordance with the following rules.

1. If a player registers to play, up to and including week 4, then 100% of the fee is due; else
2. If a player registers to play, up to and including week 8, then 80% of the fee is due; else
3. If a player registers to play, up to and including week 12, then 60% of the fee is due; else
4. 50% of the fee is due.

Notes re Part year fees:

- * References to "Week" refer to the calendar week (where games are scheduled for play) since the season started.
- * The requested deposit on part year registration must not exceed the standard deposit required.
- * The amount of time given to a member to pay the part year fee must not exceed 2 weeks.
- * After 2 weeks the player cannot play in further games until the part year fee is fully paid.

Refunds

All requests for refunds must be made in writing to the Registrar or Treasurer. If the request and reasons for withdrawal are accepted by the Committee then the following rules apply.

1. If a player is withdrawn before the start of the season and prior to E&D registration then their deposit (including any additional payment) will be refunded in full ; else
2. If a player is withdrawn up to and including week 4, then 75% of the "fee" is refunded; else
3. If a player is withdrawn up to and including week 8, then 50% of the "fee" is refunded; else
4. If a player is withdrawn up to and including week 12, then 25% of the "fee" is refunded; else
5. No refund after week 12.

Notes re Refunds:

- * References to "Week" refer to the calendar week (where games are scheduled for play) since the season started.
- * References to "Fee" refer to the full fee, or where a player registered late, to the full fee payable under the part Year fee clause (per above).

TEAM CREATION POLICY

From Pre-Registration onwards

Teams in any age group will be formed on a “first registered” basis with children registering in Nov/Dec receiving first placement, and those registering in February or later being accepted in order of registration. The order of receipts of payments will be deemed as the order of registration.

Once enough players have registered to fill a single team in an age group, future player registrations for that age group (excess players) are asked to wait within their “age group” pending:

1. The ability to form a 2nd team in that age group, or;
2. The withdrawal of previously registered players, or;
3. The possibility of becoming a member of a mixed age team if enough players are available.

If the player requires another option then they can be offered a position in a team above their age group (providing there is a vacancy available) using the guidelines of E&DJSA for “playing up”.

At the beginning of March⁽¹⁾

Where there are enough players registered in any age group (including waiting lists) to form two teams within that age group, the [TEAM SPLITTING POLICY](#) will apply as required.

Where there is an excess of players registered in any 2 consecutive age groups **but not enough to form two teams within both of those age groups** a “mixed age” team will be created. All players from both age groups will be given the chance to play in a “mixed age” team regardless of when their registration was taken. Volunteers are taken first, with the balance of the team comprised from the “excess players” from each age group. The mixed age team would be placed in the “lowest” grade possible with the other team in that age group placed at least 1 grade higher.

Where there are not enough players to create additional teams any remaining players still on a waiting list are released and their deposits refunded.

NOTES:

1. **NO** child registering in Nov/Dec will miss placement in a team if children need to be turned away unless SEJSC is not fielding a team in that age group and the player cannot be placed in a team above their registered age group.
2. Parents/guardians have the right to ask for their child to be placed in a higher age group (within the rules of E&DJSA). However this should only be done after a discussion has taken place between the Coaches Coordinator, or coach, and the parents and the child.
3. If a withdrawn player subsequently indicates that they wish to remain, they are placed at the bottom of the waiting list and are not placed back in their original position on the list.
4. It is advisable for parents/guardians to discuss player abilities with the Coaches Coordinator or another coach, **before** allowing a player to volunteer for a mixed age team in the case where the player is required to play above their actual age group.

DISCIPLINARY POLICY

A Disciplinary Committee shall be established to deal with all matters of intra club discipline relating to breaches of the Laws of the Game of Soccer (as defined by EDJSA) and other behavioural issues as deemed appropriate by the full Club committee. The Disciplinary Committee shall comprise of the Chairman and two other Executive members, together with no more than two additional members. Where the matter to be dealt with involves a coach, the Coaching Co-ordinator shall be one of the two other Executive members. A necessary quorum for the Disciplinary Committee shall be three.

Issues or complaints raised by any member, player or other EDJSA affiliated club must be lodged in writing with the Secretary within seven days of the incident occurring. Where such an issue is lodged with the Secretary a meeting of the full Club Committee shall be called, as soon as practicable after receipt of such notification. The meeting so called will review the issue or complaint and determine whether the matter should be forwarded to the Disciplinary Committee for consideration.

If the issue or complaint results in the member, player or club official being required to attend an EDJSA Disciplinary Hearing, the SEJSC Disciplinary Committee shall refrain from holding a hearing until after the results of the EDJSA hearing are notified. If a duly constituted quorum of the full Club Committee deems the penalties imposed by the EDJSA Disciplinary Committee to be sufficient then no further action, in respect of that issue, will be taken by the SEJSC Disciplinary Committee.

At least seven days' notice of a requirement to attend a Disciplinary Hearing must be given to the relevant member, coach or Club Official. The Disciplinary Committee shall have the power to impose any penalties, other than monetary penalties, it deems just, equitable and appropriate for the overall benefit of the Club. These penalties may be imposed in place of, or in addition to, any penalties imposed by the EDJSA Disciplinary Committee.

The Disciplinary Committee may impose a penalty consisting of suspension from all club activities, including training and matches, for a period of time it deems appropriate. If a penalty of suspension is imposed on a player or member of the club no refund of fees will be payable in respect of that period of suspension.

Appeals against decisions of the Disciplinary Committee must be lodged with the Secretary within seven days of such decision being notified. Such appeals will be heard by at a meeting of the full Club Committee. Where the full Club Committee is unable to resolve an appeal the matter may be forwarded to the EDJSA to act as arbitrator.

Failure to appear before a duly constituted meeting of the Disciplinary Committee will result in the disciplined member, coach or Club Official forfeiting their right of appeal.

TEAM SPLITTING POLICY

Where there are enough players registered in any age group to form two teams within that age group, this Policy will apply in regards to splitting the children into teams.

Teams will be created with an even number of players or as close to even as possible.

e.g. where 20 children have registered two teams will be formed of 10 players each and not for example 1 team of 8 and 1 team of 12 players.

From Under 7 and upwards the splitting of the players into two teams will be handled by a group of four coaching staff regardless of whether it is for a modified team or a competitive league team.

The group will comprise of:

1. The Coaches Coordinator
2. Coach 1 (or a caretaker coach) of that age group
3. Coach 2 (or a caretaker coach) of that age group
4. A Coach from another age group who is impartial

In the lowest age group (Under 6):

1. Players of the same age should be placed in the one team.
e.g. Those turning 4 or 5 in the year, form Under 6 White (Green Div), and those turning 6 in the year, form Under 6 Green (Blue Div).
2. If the majority of the players are of the same age then players will be split into 2 teams based on the order in which they registered. (refer to the Team Creation Policy)

SEJSC Guidelines

All year levels within E&DJSA (both modified and competitive leagues) are graded to ensure that teams are playing similarly skilled teams.

Considering E&DJSA's grading of divisions it is sometimes best to try and keep teams together as they move forward and only supplement teams with "new players" ^(x) where required. This however may not be possible where an uneven number of players have returned from the previous year teams. In this case item 1 (above) must be followed.

In the case of existing players who have "up-skilled" and proved that they would benefit from a move out of their previous team, this would be done after consultation with the child's parents/guardians and the child.

^(x) "New players" refers both to newly registered players at the club and existing players.

TEAM TRAINING

(Age of participants) POLICY

Under the rules of the E&DJSA competition:

- A child turning 9 or younger can only play one age group above their eligible age group⁽¹⁾;
- A child turning 10 or older can only play a max. of two age groups above their eligible age group;
- Within the strict interpretation of these rules⁽²⁾, and under current Duty of Care⁽³⁾, these rules must also apply to the age of players when training with other SEJSC teams either “at home” or at any other venue.

NB: At all times the Coach has the right to refuse a “non team” member to train with his/her registered squad. As such this policy does not give automatic approval for children to train with other teams without the Coach’s prior approval.

Therefore:

- Children must train each week with their registered team as agreed with the coach ⁽⁴⁾; and
- Children can then **only seek additional training** with **older teams** within the age limitations of the Association ; or
- Children can then **only seek additional training** with **younger age groups** within the age limitations of the Association.⁽⁵⁾

The only exception to this strict age limitation at training is where “specialized” training sessions are offered on a set of skills (across a number of age groups, at the same session) and where:

- no games are played; and
- participants are matched according to size and age for the skills; and
- the training session is advertised as a Multi-age training session.

(1) Correct age group according to year of birth

(2) Competition refers to games including “small sided games” or other similar “soccer type games” which are part of the training regime.

(3) In tort law, a **duty of care** is a legal obligation imposed on an individual requiring that they adhere to a standard of reasonable care while performing any acts that could possibly harm others.

(4) The coach may allow children to miss training sessions which are deemed as non-mandatory. This would usually apply in the following format: 1 of 2 sessions each week is deemed mandatory, the other is deemed optional.

(5) By understanding that children within a 1 or 2 year age difference can “play up” it also follows that children can “play down” the same year span(s), as this corresponds to the balance of the participants playing up into the older child’s age group.

COMMUNICATION & USE OF TECHNOLOGY POLICY

Using the Internet and electronic communication is essential for communicating with club members and SEJSC is committed to communication being appropriate and related to club business. SEJSC or its agents, when using technology, will ensure that members' privacy is protected, clear boundaries are maintained, and bullying and harassment does not occur.

Websites or Club Noticeboards

We will:

- Provide up to date information regarding competitions, social events, committees, policies, constitution rules and by-laws on our club website or noticeboards.
- Obtain permission from parents prior to using photos of their children and ensure that all care is taken not to provide information that identifies any children.
- Ensure that offensive, abusive or inappropriate material is NOT displayed.

SMS and emails

We will:

- Provide club committee members, coaches and team managers with personal contact details for members in line with their level of requirement.
- Coaches and team managers will only have information related to the members of their own team.
- Request that their use is appropriate and in line with expectations.
- Text communication should be short and about club/team matters.
- Email communication will be used when more information is required to be disseminated.
- All communication regarding children is made through the parents or legal caregiver only.

Facebook (including other social networking sites).

As an organisation we will **create & maintain one only social media site to work in conjunction with any club website**. We will ensure the site is monitored & maintained by appointed management committee personnel only.

We will:

- NOT upload photos or videos relating to club activities or members **unless permission has been obtained from the committee & all people who images appear**.
- NOT issue statements that are misleading, false or likely to injure the reputation of any person or any other club.
- NOT issue statements that may bring SEJSC into disrepute.
- NOT engage in negative or destructive discussions or postings.

MEMBERS & PLAYERS

COMMUNICATION & USE OF TECHNOLOGY POLICY

All members and players are expected to use the Internet and electronic communication appropriately and in line with the club policy, when discussing/communicating on or about, club matters.

Refer to Communication and Use of Technology Policy

Remember that anything that you write, SMS, email, post, blog and so on, is a written record of your thoughts on a matter, and can be used against you later.

Communication by club members and players

- Must not offend, intimidate, humiliate or bully any member, player or other person
- Must not lead to the offending, intimidation, humiliation, bullying or harassment, of any person.
- Must not be misleading, false or injure the reputation of members, players or others ⁽¹⁾
- Must not bring SEJSC into disrepute.
- Must not engage in negative or destructive discussions or postings.
- Must not post or upload photos or videos, relating to club activities or members, without the written permission of the person(s) in the image.

Non-Compliance

Any club member or player found to have sent inappropriate electronic communication, uploaded inappropriate content or engaged in blogs or discussions that harass, offend, intimidate or humiliate anyone will face disciplinary action.

In addition, members and/or players publishing false or misleading comments about another person in the public domain (e.g. Facebook or other social networking sites, including the SEJSC site) will face disciplinary action and may be liable for defamation.

The disciplinary process and penalties incurred will be per the SEJSC Disciplinary Policy

Cyber bullying (e.g. bullying that is carried out through an internet service such as email, a chat room, discussion group, instant messaging, social networking sites and so on) under certain circumstances is a criminal offence that can be reported by victims to the police. The club can also report (initiate separate action) where there has been a breach of Association rules or the Child Protection Act.

⁽¹⁾ This includes other association clubs, their members or players, or any members of the general public

FAIR PLAY POLICY

Our club acknowledges that positive experiences in junior competition will contribute to children developing a lifelong love of sport and assist in developing a healthy lifestyle. SEJSC believe that junior sport should be safe, enjoyable, and inclusive and maximise individual participation.

This policy therefore extends the rules and by-laws of the E&DJSA competition to ensure that SEJSC can attain these goals.

We will:

- Emphasize to coaches and parents that junior sport (in all age groups) is about participation, not competition.
- Where possible try to match children with others of their own ability (refer to the club “Team Splitting” and “Team Creation” Policies.)
- Provide children with a broad range of experiences (e.g. via training regimes which allow players to trial in various team positions).
- Provide a minimum playing time for all players registered in a team regardless of their age group or playing ability.
- All players must have a minimum of ½ game on the field during normal league competitions except where a player is prevented from this due to:
 - An injury (either pre-existing or caused during the game); or
 - An illness (either pre-existing or evident during the game); or
 - A pre-existing disciplinary action; or
 - A “suspension” during a game caused by the referee issuing a Red Card.

We will NOT:

- Knowingly play an un-registered player in any team for any reason.
- Allow players “Playing up” ⁽³⁾ to have more game time than any registered team member. i.e. where ½ a game is played by any registered team player then the player “playing up” shall play less than ½ a game on the field.

Notes on “Playing up”

Players who are “playing up” shall only be brought into a team where the team is depleted due to injury, illness or unavailability to play, and not for the means of supplying a superior player at the detriment of an existing team player.

CLUB MANAGEMENT



The management of the Club is vested in a Committee comprising of a Chairman, Vice-Chairman, Secretary (who shall also be the Public Officer), Treasurer, Council of Clubs Representative, Coaches Coordinator, Registrar, Assistant Secretary/Treasurer, Equipment Officer, Publicity Officer, and no more than ten general members.

All these positions are voluntary.

All committee members hold office from the time of their appointment until the conclusion of the Annual General Meeting next following their appointment.

The duties of the Management Committee include setting policies and ensuring that the club and its members abide by all their legislative requirements while providing a safe environment for the young people of the club.

Policies not included in this booklet include: Member Protection, Cash Handling, Finance, Fines, Risk Management, and Selection of Coaches. These policies are available to read at any time in the clubrooms.

PRIMARY COMMITTEE POSITIONS

(For full details of all job descriptions please ask the Secretary)

Chairman -	Responsible for directing the committee & ensuring the club fulfils its obligations to members & the E&DJSA.
Vice-Chairman -	Fulfils the Chairman's role in the event of the Chairman's absence.
Secretary -	Responsible for minutes, newsletters & dealing with all correspondence.
Treasurer -	Responsible for all club financial transactions.
Assistant S&T -	Assists Secretary and Treasurer as required.
Registrar -	Responsible for the recording, checking and filing of all registrations.
Council of Clubs Rep. -	Represents and reports any relevant matters arising at the Council of Clubs.
Coaches Coordinator -	Responsible for the management of the club coaches.
Equipment Officer -	Responsible for ordering and maintaining clubs equipment.
Uniform Coordinator -	Responsible for ordering and maintaining clubs uniforms.

HEALTH & SAFETY– what you need to know

PERSONAL INJURY INSURANCE COVER

This **is not** supplied as part of your registration fees to either the Association (E&DJSA) or the club (SEJSC).

While minor injuries, sprains and strains can occur when participating in training or games of any sort, it should be noted that Soccer is no more/or less injury prone than any other children's activities. Soccer is, however, a PHYSICAL CONTACT sport and despite the best intentions of all participants, accidents do occur.

Don't forget that Injuries such as bone breaks or teeth displacement **can be costly to repair** and the minor cost of a suitable insurance cover may be a good investment while your child is playing sport.

Do you have an adequate Insurance cover already?

- Many school children may be covered by a school based accident policy; or
- Your own personal health cover may have an element to cover sporting injuries; or
- Your child may already be covered by a sporting injury policy obtained through another sporting code.

(Always check the conditions of these policies to ensure it covers soccer).

YOU SHOULD always consider your own personal circumstances and what financial impact that may place on your family should a severe injury occur.

Even if you are prepared to take the risk of not covering your child you should **consider** (especially for older children) whether investing in the following:

- Mouth guards ;
- Shin-pads with ankle protection included.

AMBULANCE COVER

This **is not** supplied as part of your registration fees to the club (SEJSC). The Association however does provide limited cover under their Ambulance Policy. For more details please refer to pages 35-36 of this handbook.

PLAY SAFE, STAY SAFE

www.playbytherules.net.au

Play by the Rules

Fair and safe
behaviour
in sport
and recreation

Everyone needs to feel safe and to act fairly and respectfully towards each other.

Be a good sport

- Treat all participants in your sport as you like to be treated yourself.
- Co-operate with your team-mates, coach and opponents.
- Control your temper. Verbal abuse and sledging are not acceptable behaviours.
- Respect the rights, dignity and worth of all participants regardless of their ability, gender or cultural background.

You must feel safe

- playing, at training and practice
- travelling to and from games and training
- with other players, your coach or team personnel

No-one should

- make you feel unsafe
- ask you to do things that you are not comfortable with
- verbally abuse you or anyone else
- make racist or sexist jokes or comments
- allow offensive pictures or graffiti to be visible
- look at or touch anyone in ways that make them feel uncomfortable
- make uninvited sexual comments that offend, intimidate or humiliate
- discriminate against or harass anyone else

Bad sporting
behaviour is
unacceptable and
it can be unlawful.

www.playbytherules.net.au

Provides information and online training on equal opportunity and child protection laws to address inappropriate behaviour in sport. It complements the Australian Sports Commission's Harassment-free Sport Strategy.

If a person is not following your sport's guidelines and is behaving inappropriately or if you think that you have been abused, discriminated against or harassed, then tell someone about it:

- a friend, colleague or parent
- a club official or contact officer
- your state or national association
- your department of sport and recreation
- your equal opportunity or anti-discrimination body
- the Australian Sports Commission
- your child welfare agency or the police



Government
of South Australia
Equal Opportunity
Commission

Freecall 1811 322 152
www.eoc.sa.gov.au



Government
of South Australia
Office for Recreation
and Sport

Phone: 0416 6677
www.recsport.sa.gov.au



Australian Government
Australian Sports Commission
www.aspc.gov.au

Supported by the Australian, State and Territory Governments



EDJSA POLICIES

The Following pages contain policies as set out by
The Elizabeth and Districts Junior Soccer Association.

These are policies by which all clubs in our district must abide by.

Detailed here are the policies regarding:

- Ambulance
- Alcohol
- Fair Play
- Jewellery (National)
- Weather
- Ground Marshals
- Vision Correction

Further district information and other policy information is available
through the EDJSA website at www.elizdists.com.au

AMBULANCE FUND

Objective.

To provide Ambulance cover for an injured Elizabeth & Districts Junior Soccer Association Inc. player, where no personal or private cover exists, as part of our Duty of Care responsibilities.

Bylaws

- The Fund shall be solely administered by the Executive of the Elizabeth & Districts Junior Soccer Association Inc.
- The Fund shall be held in a separate bank account held by the Elizabeth & Districts Junior Soccer Association Inc.
- The amount of liability, shall be limited to the amount, of money, held in the Fund.
- The Fund shall be funded by a \$2.00 levy added to the registration fees of each registering player.
- The ambulance call out shall be the direct result of an injury sustained during the game being played or as a result of the game just completed.
- On registration day, member clubs shall declare if the registering players of that member club are covered by a personal or private health Ambulance cover, on the team sheet submitted to Elizabeth & Districts Junior Soccer Association Inc.
- Subsequent registrations shall include this information.
- Only Parents / Guardians of players registered to Elizabeth & Districts Junior Soccer Association Inc. and participating in a sanctioned Elizabeth & Districts Junior Soccer Association Inc. event shall be eligible to make a claim on behalf of the player. (see notes 3)
- Circumstances may occur where we may allow a claim by the player, who is responsible for their own finances.
- Also covered are the Development Squad registered members, where the members are being taught the fundamentals of the game, under the direction of the Development Squad Coach. (see note 3)
- Only one claim per player per year will be allowed

Actions

- If the Referee is still at the club or in attendance at the game, they shall be informed of the decision to call an ambulance so they may submit a separate report to their Executive.
- **It is the responsibility, of the team the player is playing for, to ensure their Club notifies the Elizabeth & Districts Junior Soccer Association Inc. General Secretary, within 48 hours, of the known details of the incident, else the claim may be rejected.**

To Make a Claim

- The unpaid invoice shall be forwarded to the Elizabeth & Districts Junior Soccer Association Inc. General Secretary together with any subsequent information, about the circumstances surrounding the call out of the Ambulance.
- Circumstances can exist where an Ambulance is called out, treats the injured player at the time, but does not transport them. This is subject to a different charge and shall be eligible to be claimed under this Fund.
- All payments, by this Fund, will be made directly to the SA Ambulance Service.
- The Executive of the Elizabeth & Districts Junior Soccer Association Inc. shall make the final decision on all claims.

Notes;

- Should the player, being transported, have Family or single Ambulance Cover, then the Ambulance service will not issue an invoice, so there will not be an account to be claimed against.
- If the family has Ambulance cover by a Private Health Fund and they are issued with an invoice, then they will be expected to claim from their own Private Health Fund and not be eligible to claim from this Fund.
- For the claim to be considered, the Elizabeth & Districts Junior Soccer Association Inc. requires the unpaid invoice and that it will, if the claim is accepted by the Elizabeth & Districts Junior Soccer Association Inc. Executive, pay the outstanding amount of the invoice direct to the SA Ambulance Service. By Elizabeth & Districts Junior Soccer Association Inc. retaining the invoice the claimant cannot claim from elsewhere. The Ambulance service will not issue another invoice, if it has been paid
- This Fund only covers; Elizabeth & Districts Junior Soccer Association Inc. sanctioned games, rounds 1 to 22, all Challenge Cup games and the June long weekend Carnival. Also covered are the Development Squad members, learning the game. (see Bylaws point 8)
- An exception is to be made where a normal round game is forfeited, due to insufficient players, becoming a friendly game.
- This game may be played provided, the appointed referee to the forfeited game, referees the friendly game.
- The players must be registered to the Elizabeth & Districts Junior Soccer Association Inc. and there are no overage players, other than the players legally registered to the age group of the game being played.
- The players participating in this friendly game are covered by the Fund.

Send this to the SEJSC secretary for on forwarding.

EDJSA Alcohol Policy

EDJSA ban the sale or consumption of alcohol at any of its junior functions or games accept inside of a licensed premises.

Note:

1. All member clubs of EDJSA by the fact that they are members agree to follow all the constitutional laws, by laws and policies of EDJSA and to that end the EDJSA constitution overrides any club constitution in any areas where they differ.
2. All member clubs must enforce the EDJSA constitution and cannot take the approach of ignoring instances of inappropriate alcohol sale or consumption or by claiming ignorance of the regulations.
3. EDJSA has a Zero Tolerance for Alcohol.

Zero tolerance means that no excuses will be accepted and that offending clubs or officials and in some instances spectators will be held accountable by EDJSA.

It is hoped by EDJSA that all reasonable adults would agree that the consumption and sale of alcohol has no place on the sidelines at any junior sporting game or function no matter what the code of game being played.

Football Federation Australia **National Policy on the Wearing of Jewellery**

Introduction

Despite Law 4 being quite specific about the wearing of jewellery, it would seem that there are still a number of variances in the application of this law. In order to gain greater consistency the following is a summary of the recommendations created by the Football Federation Australia. It is offered as an Australian interpretation of the law and is National Policy.

Policy Guidelines for Match Officials

- **Law 4 - states: A player must not use equipment or wear anything that is dangerous to himself or other players (including any kind of jewellery).** In summary all players must remove all items of jewellery prior to entering the field of play. This includes anti-discrimination bands, leather necklaces and any other loose wristbands.
- The taping of wedding rings is no longer permitted.
Sweatbands may be worn.

Other Details

- **Earrings:-** No earrings are acceptable. The practice of taping earrings is not acceptable.
- **Facial rings:-** Any kind of jewellery around the eyes must be removed. Jewellery in any other part of the face must be removed.
- **Necklaces:-** All necklaces must be removed. Medical alert necklaces only may be worn but they must be taped securely to the chest.
- **Bracelets:-** All bracelets [including metal, rope, fabric, etc] must be removed. Medical alert bracelets only may be worn but must have all but the medical information covered by tape.
- **Body Piercing:-** Any Piercing not visible to the referee is not of concern. Should the piercing become visible the referee will ensure it is removed.
- **Tongue Piercing:-** Rings/studs through the tongue are discouraged for the players' own safety. Should the referee detect a tongue piercing, the referee will ensure it is removed.
- **Rings:-** No rings may be worn.
- **Watches:-** Players [but not match officials] must remove all watches.
- **Beaded Hair:-** If a player is wearing hair beads the hair must be tied in a bun or covered by a hair net. Loose beaded hair should not be allowed.
- **Referees:-** Within the spirit of these guidelines, referees are expected to conform to the standards set for players, with the exception of the need to wear watches.

Weather Policy

Hot Weather

Any games, trials or training sessions sanctioned by EDJSA will be automatically cancelled if the official forecast temperature at the Adelaide Bureau of Meteorology for the Elizabeth area is 32 degrees Celsius or greater after 5:30pm on the day before the game, trial or training. The forecast temperature being for the day of the game, trial or training. The official forecast can be obtained from major media outlets e.g. Radio, television and Internet on the day before or from the Advertiser newspaper of the day of the game, trial or training.

Hail & Thunder and Lightning Storms

Any games, trials or training sanctioned by EDJSA will not continue or be played whilst there is hail falling onto the ground or there are thunder and lightning storms in the immediate vicinity.

Extreme Wet Weather - Modified Rules U/6 & U/7

If the forecast for the game day is extreme wet weather you are to contact the EDJSA League Secretary before 6:30pm the day before. With his concurrence the game can be cancelled and will not be replayed. You must then contact the other coach immediately and advise him of the cancellation. Games can only be forfeit on game day by the referee and may result in the offending club being fined.

Note:

1. Any league game abandoned under the EDJSA Weather Policy will be rescheduled at the discretion of the League Secretary, this also includes the possibility that the game may not be rescheduled.
2. At all times it's the referee's decision, and his alone, to abandon or delay any game (not cancelled by EDJSA) due to current weather or ground conditions. It is hoped that all referees how-ever-so appointed will consider this policy when necessary and if deciding to let play continue in direct contradiction to this policy realise they may be held liable for any resultant player injuries.
3. Any games abandoned by the association or the referee under this policy cannot be played as 'friendlies' with a parent or coach referee. The extreme weather or ground conditions are still present and continue to be considered hazardous to the player's health.

White Coat (Ground Marshall) Policy

The Club Ground Marshall

Role and Responsibilities

This person is the Club Liaison Officer on the day and is empowered by EDJSA to direct any and all spectators, coaches on the side lines, players not involved in the field play and teams waiting to play in order that they abide by the Constitution and By-Laws laid down by EDJSA and/or their Club. Any continual disregard of these directives should be reported in detail to the Club who will in turn report to the EDJSA Executive.

All Clubs **shall** designate a Club Ground Marshall for all home games whether on the Mini Pitch or the Large Pitch.

The Club Ground Marshall shall:

- Ensure honour lines are clearly marked on all Club grounds that are to be used.
- Continually police all honour lines on all pitches in use at the home ground.
- Advise spectators of all appropriate viewing areas if required.
- Report unruly spectator behaviour to the Club secretary for possible on-forwarding to the Association.
- Be the focus of the club for information and directions to visitors.
- Give assistance to the Referee where required or requested.
- Report spectators who abuse or dissent the referee, or cause a disturbance to others.
- Assist the Referee if requested to identify and quell unruly or unacceptable spectator behaviour.
- **Act as the Referees point of contact with the club.**
- **Ground Marshall is the only person who is able to have contact with the Referee—to hand the match ball and match card at beginning of game and also collect at end of game.**

NOTE:

1. Under no circumstances is this person to act as Referees or Referees Assistant in any game whilst acting as Club Ground Marshall.
2. The Club Ground Marshall must continually make rounds of all the grounds in use and will not be based inside the Club House e.g. not the Canteen Manager/Manageress.
3. Under EDJSA policy alcohol can only be consumed inside licensed clubrooms and therefore is not permitted to be consumed on the sidelines of any EDJSA junior games.

Policy for Spectacle Wearing Players

Elizabeth and Districts has developed a policy covering the wearing of vision correction equipment by players. This policy provides an acceptable safe environment for vision correction equipment wearing players as well as relevant, other players and Referees involved in the game.

Player Responsibilities

- All official documentation required under this policy must be made available for each and every referee to verify before the player concerned will be able to play in any EDJSA authorised game.
- At the discretion of the referee some frames may need to have tape placed around protruding or hinged areas.

Failure to comply with the policy or if the referee does not accept that the style of the spectacle frame or lens is safe will result in the player NOT PLAYING.

Contact lenses

These are the preferred vision correction equipment, and then **preferably lenses made specifically for sports.**

Spectacles

- **Preferred spectacle option** - Sports-specific spectacles with frames made from either Polycarbonate or Nylon in one piece with no hinges or separate sides to fracture under impact (readily available within Australia). These frames normally have an elasticised strap attached to the ends which fits around the back of the head to retain the frames on the head during strenuous movements or impact and are normally used for just the sports activity.
- **Acceptable alternate spectacle option** - Players will be able to wear their conventional "street-wear" frame, provided that they are fitted with prescription lenses made from suitable safety materials. The frames must be made of a suitable material, have no excessive protruding features and must be restrained behind the head by some kind of strapping that will retain the frames on the head during strenuous movement.

all players who must wear glasses whilst playing

- You or your parent/guardian is required to obtain a signed statement from your/an optometrist indicating the material from which the lenses and the frames are made. This documentation must be available for the referee to review prior to each and every game played
- Any players having a problem with this policy should contact Elizabeth & Districts Junior Soccer Association by phone, fax or email for further guidance.
Parents should keep this policy in mind when renewing their child's glasses ensuring that the correct design and types of materials are used in the manufacture.

FAIR PLAY POLICY

This policy will be binding upon all member clubs. Listed below is a set of guidelines felt to be of benefit to all parties when dealing with children participating in EDJSA sanctioned sport.

It is suggested that all club officials and coaches make every effort to ensure only enough players are registered to form a squad in a particular age group i.e. 15 players per team in the higher age groups, and 12 players for modified rules. Excess players should be directed to the nearest neighbouring club as soon as possible.

Players from the immediate local area should always be given priority of registration over players from other areas irrespective of their playing ability.

All children registered in an age group, should remain within that age group at all times, unless a parent/guardian or the child request to be moved to another age group. Such a request for a move to another age group can only be approved by the Association registrar, who will receive such a request in writing from the affected club's registrar.

Coaches will not manoeuvre a child out of their squad in order to accommodate a player of a higher skill level. The sole aim of the coach being to develop a "Super Team", rather than develop a team of talent through the coaches own skill and ability.

Whenever any child's skill level or conduct is being discussed, such discussion will take place away from the hearing of the said child, or any other children/adults who may be within hearing distance.

If any child, parent, or guardian, becomes dissatisfied with any club official or coaches handling of the child's interest's, and they cannot resolve the matter within seven days. Then the complainant's shall have the right to appeal to a "complaints sub committee", formed by three member clubs of the association, selected by the Association General Secretary. Any such complaint must be in writing and be sent to the EDJSA General Secretary, PO Box 888 Salisbury 5108, through the complainant's own club secretary.

The Association General secretary will be the only person authorised to convey the findings of the complaint sub committee to the parties involved.

The only avenue of appeal against the sub committee's decision will be through the Council of Clubs. The result of this appeal will be final, and binding on all parties.

Give Respect, Get Respect

May we remind everyone (coaches, parents & friends) that you are representing our club at every game and therefore the way you conduct yourself, on these occasions, reflects on our club and on our children.

Please act respectfully at all games. If you are unhappy with a referee or linesmen decision **PLEASE DO NOT** initiate a verbal argument with them, or continue making comments (after the incident) that other people can hear.

You cannot make a referee change his/her mind, but if you are not happy with an incident or referee, please send us a letter of concern and we will pass it onto the appropriate people to review.

Bear in mind though:

- That many people running the lines are simply volunteers (not professionals) and are doing it – not because they necessarily want to – but because no-one else volunteered; or
- That many of the referees are young and need your support rather than your criticism. Respect their courage for doing the job rather than find fault in their actions or decisions; and
- Above all remember that if there's no ref, there's no game.

The message is simple;

GIVE RESPECT, GET RESPECT