



**SOUTH  
METRO  
JUNIOR**  
FOOTBALL LEAGUE

# 2019 By-Laws

Updated 1 April 2019

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## **1. Application of By-Laws and Laws of Australian Football**

- 1.1. All football matches under the control of the South Metro Junior Football League Inc. (SMJFL) will be played in accordance with these By-Laws and the [Laws of Australian Football](#) (LOAF). In the event of an inconsistency between the LOAF and these By-laws, these By-Laws shall prevail to the extent of the inconsistency.
- 1.2. These By-Laws and the LOAF are binding upon all Member Clubs, other Clubs fielding teams in accordance with By-Law 5.5, Team Officials, Match Officials, registered players, supporters, parents of registered players. The Appendices form part of these By-laws.

## **2. Definitions**

- 2.1. Unless otherwise specified the following definitions apply throughout the By-Laws:

“Competition Management System” means the FootyWeb online competition management system or such other online competition management system as may be utilised by the SMJFL from time to time.

“Chief Executive Officer” means the Chief Executive Officer and/or his or her delegate.

“Head Coach” means the person named as Coach on the Competition Management System for a particular match.

“Laws of Australian Football” means the laws of the game of Australian Football adopted by the Australian Football League as modified for the League.

“League” means the South Metro Junior Football League Incorporated.

“League Logo” means the registered SMJFL logo that is legally trademarked.

“Participating Clubs” means Member Clubs; and other sporting clubs who have been granted permission to enter teams in the SMJFL football competitions pursuant to By-Law 5.5.

“Member Clubs” means a Club listed as a Member Club in the Register of Members pursuant to Rule 3.14 of the SMJFL Statement of Purposes & Rules.

“Modified Rules Competitions” means Under 10 & Under 12 girls and under 8, 9 and 10 mixed competitions.

“Other Competitions” means under 14, under 16 and under 18 girls, under 11, 12, 13, 14 mixed, and under 15, 16 and 17 ½ boys’ competitions.

“SMJFL” means South Metro Junior Football League Incorporated. In these By-laws referred to as “SMJFL” or “The League”.

“Medical Practitioners” means practicing and registered osteopaths, physiotherapists, chiropractors, practicing (acute care only) and Australian Health Practitioner Regulation Agency (AHPRA) registered medical doctors and nurses and State ambulance paramedics with ‘Authority to Practice’ from Ambulance Victoria.

### **3. Infractions**

- 3.1. Where no specific penalty is provided for a breach of any Rule or By-Law of the SMJFL, or the LOAF, the matter shall be dealt with as the Chief Executive Officer or Board may determine.

### **4. Football Competitions**

- 4.1. The SMJFL shall conduct football competitions in such age groups as shall be determined annually by the Chief Executive Officer.
- 4.2. The Chief Executive Officer shall be responsible for the establishment of annual competitions and preparation of fixtures for all home and away and finals matches.
- 4.3. Teams will be placed in competitions in accordance with the SMJFL Grading Guidelines and Processes.

### **5. Team Registration**

- 5.1. Participating Clubs shall nominate, by the date stipulated by the Chief Executive Officer, such teams as it desires to field in each grade of competition.
- 5.2. Nominations received after the specified date referred to in By-Law 5.1 may be accepted at the Chief Executive Officer's absolute discretion.
- 5.3. The minimum and maximum number of teams to compete in any grade of the competition shall be determined at the Chief Executive Officer's absolute discretion.
- 5.4. Any Member Club that withdraws a team or teams after the fixture has been finalized shall be subject to a fine, as determined by the Chief Executive Officer from time to time.
- 5.5. The Chief Executive Officer may, in his or her absolute discretion, permit a non-member club to field a team or teams in the SMJFL football competitions for a period of no more than one season.

### **6. Nomination of Home Ground**

- 6.1. Participating Clubs shall nominate their home ground to the Football Operations Department by the date and means stipulated by the Chief Executive Officer.

### **7. Player Eligibility**

- 7.1. Subject to By-Law 1.1, a player must be a minimum of 7 years of age as at 30 April in the calendar year of their first season to be eligible to be registered with the SMJFL.
- 7.2. The date of determination of a player's age for the purpose of determining in which age group the player shall play is as follows:

Age Group	Date of Birth
Under 8	Born on or after 1 January 2011

Under 9	Born on or after 1 January 2010
Under 10	Born on or after 1 January 2009
Under 11	Born on or after 1 January 2008
Under 12	Born on or after 1 January 2007
Under 13	Born on or after 1 January 2006
Under 14	Born on or after 1 January 2005
Under 15	Born on or after 1 January 2004
Under 16	Born on or after 1 January 2003
Under 17 ½	Born on or after 1 July 2001
Under 18 Girls	Born on or after 1 January 2001

7.3. Despite By-Law 7.2 the Chief Executive Officer may, in his or her absolute discretion, allow a particular player to play in a lower age group where the Chief Executive Officer is satisfied that the personal circumstances of that player are such that this ought to be permitted to occur.

- Exemption requests must be submitted, via the prescribed online form, no later than 12pm on the Thursday prior to the first round for which the exemption is being requested. Any requested submitted after this time will only be processed at the Chief Executive Officer's absolute discretion.

7.4. In accordance with the Equal Opportunity Act 1995 (Vic), girls can play in mixed teams up to and including under 14 competitions.

7.5. Proof of age must be sighted by the member club when a player first registers with the SMJFL, and may be:

- A Birth Certificate or Extract; or
- A Passport; or
- Certification of age from another AFL Victoria affiliated body; or
- Such other proof of age, whether documentary or otherwise, that the Chief Executive Officer shall in his or her absolute discretion deem appropriate in a particular case.

### **Fielding Ineligible Players**

7.6. For the purposes of this By-Law, a team fields an ineligible player when:

- a player who is not registered in accordance with these By-Laws
- a player who is not transferred in accordance with these By-Laws
- a player plays under another player's name; or
- a player plays in an age group below their correct age group unless in accordance with By-Law 7.3.

- a player plays when ineligible as per Appendix 4 – Player Movement & Finals Qualification Policy
  - a player who is suspended plays in that team
- 7.7. Should a Team Official believe, during a match, that an ineligible player has been fielded:
- the Team Manager may at any interval or within five minutes after the final siren make a request to the Field Umpire and the opposing Team Manager that the said player sign the reverse of their team sheet; and
  - such signature is to be witnessed by both Team Managers and the field Umpire; and
  - should a Team Manager or player refuse such a request the Field Umpire must report the refusal to the Chief Executive Officer.
- 7.8. The team in which an ineligible player (as determined by the Chief Executive Officer) plays will be deemed to have forfeited the match. Percentage adjustment shall be calculated in accordance with By-Law 15.6.
- 7.9. Where the ineligible player (as determined by the Chief Executive Officer) plays in a finals match, the match will be awarded to the other team.
- 7.10. A Member Club that fields an ineligible player in a football match, and any official knowingly involved in the fielding of that player, may be dealt with by the Chief Executive Officer at his or her absolute discretion or may be dealt with by the Board, in its absolute discretion under Rule 4 of the SMJFL Rules.
- 7.11. The SMJFL may, at any time, request proof of age of any registered player.

## **8. Registration of Players**

- 8.1. Prior to any player taking part in a football match under the control of the SMJFL, the player must be registered with the SMJFL via their Participating Club, with player details recorded on the online Competition Management System.
- 8.2. A Member Club or official that knowingly allows an unregistered player to take part in a football match under the control of the SMJFL may be dealt with by the Board pursuant to Rule 4 of the SMJFL Rules.

### **Transfer Process**

- 8.3. A Transfer must be initiated by the club to which a player wishes to be transferred (“the Destination Club”) by submitting a Transfer request via the Competition Management System.
- 8.4. In addition to the Transfer request submitted via the Competition Management System, the Destination Club must also ensure the guardian of the player seeking the transfer completes a Player Transfer Request form.
- 8.5. The club from which a player wishes to be transferred (“the Former Club”) has six business days, commencing from when the application to Transfer is lodged through

the Competition Management System, to object to the Transfer application. If the Former Club does not object within six business days, the Transfer application will be automatically approved and finalised. Once a player Transfer application has been finalised, the playing history, including the tribunal record, of the player will be automatically sent to the Football Body to which the Destination Club is affiliated, via the Competition Management System.

- 8.6. The Former Club can approve the Transfer any time within the six business days via the Competition Management System. Should the Former Club fail to respond, the Transfer will occur automatically following the expiry of the six business days.
- 8.7. Players seeking a clearance from a league or association that does not use an electronic clearance system must enter the details using the offline manual clearance system as stipulated by the Chief Executive Officer from time to time. The Chief Executive Officer will advise the Member Club via email when the clearance is finalised.
- 8.8. Transfers can only be processed during November and between 1 February and 30 June.

#### **Transfer Refusals**

- 8.9. The Former Club can refuse the Transfer within the six business days via the Competition Management System.
- 8.10. Subject to By-Law 8.12, a refusal can only occur where a Club can substantiate that the player:
  - Is indebted to the Club; and/or
  - Is in possession of Club property (e.g. jumper) that needs to be returned.
- 8.11. A Club refusing to Transfer a player must provide evidence to the Chief Executive Officer within three business days of the refusal in order to substantiate the claim. Failure to provide such evidence will result in the SMJFL approving the Transfer.

#### **Transfer Restrictions**

- 8.12. No more than 4 players from a particular age group shall be permitted to transfer from one SMJFL Member Club to another SMJFL Member Club in any particular year unless:
  - both SMJFL Member Clubs agree in writing that the transfer of more than 4 players can occur; and
  - the transfers are approved by the SMJFL Chief Executive Officer in his or her absolute discretion.
- 8.13. Any Member Club actively recruiting or attempting to recruit any registered player from another Member Club shall be fined 20 penalty units per player. Additionally, the Member Club and any officials involved in the poaching or attempted poaching may be dealt with by the Board pursuant to Rule 4 of the SMJFL Rules.

#### **Permits**



- 8.14. Players registered with another affiliated AFL Victoria body (whom the SMJFL has an Interchange agreement with) are permitted to play on Permit with Member Clubs provided they complete and lodge the relevant form by logging into the Competition Management System and submitting a permit request which must then be approved by the Chief Executive Officer prior to playing in a match with the SMJFL.
- 8.15. Other than the Under 17 ½ age group, no Member Club shall be permitted to play more than five players per age group on permit during any one season.
- 8.16. A permit shall only be valid for the season in which it is approved.
- 8.17. Permits shall only be approved between teams which play their competition matches other than on a Sunday with teams which play their competition matches on a Sunday, except where players wish to interchange between teams promoted by the same Member Club in separate competitions controlled by AFL Victoria. The Chief Executive Officer shall have the discretion to approve permit requests that do not meet this requirement.
- 8.18. Permit players who are suspended shall be required to serve the same suspension i.e.: number of matches with each body or team with which the player is registered.
- 8.19. Match Day Permits are only to be used for representative games and are not a substitute for a transfer.

## **9. Team Uniform**

- 9.1. Each Participating Club's uniforms (jumpers, shorts, socks & wrist bands) shall bear the League logo and must be supplied by the specified League licenced partner.

### **Clash Uniform**

- 9.2. Where teams from Clubs having the same or similar uniforms and colours are drawn to play each other, the visiting team shall wear an approved alternative uniform and colours for that match during the home and away matches. Any Club that breaches this By-Law shall be dealt with at the discretion of the Chief Executive Officer.

### **Jumper**

- 9.3. The teams of each member Club shall wear their registered club coloured jumpers, bearing the League logo, at all games.
- 9.4. No player will be permitted to compete in any official league match without a number on the back of their jumper.
- 9.5. Each number shall be a whole number greater than zero with a maximum of three digits.
- 9.6. No two players in the one team shall have the same number.
- 9.7. Where it is necessary for a player to change jumpers during a match, the field umpire shall immediately be notified of the change of jumper number. Such change must also immediately be recorded on the official team sheet by the Team Manager.

- 9.8. Players who wear undergarments (i.e. compression skins) extending beyond the length of the playing jumper must wear such tops which are beige, black or the same colour as the playing jumper being worn.

### **Shorts**

- 9.9. Home teams shall wear their approved coloured shorts and away teams shall wear their approved white shorts, bearing the League logo, at all games.
- 9.10. Players who wear undergarments (i.e. compression skins) extending on the legs below the line of the uniform shorts must wear such shorts which are beige, black or the same colour as the shorts being worn and must not extend below the knee.

### **Socks**

- 9.11. Each player shall wear the club socks as registered with the league prior to the season, bearing the league logo and/or 'SMJFL', at all games.

### **Wrist Bands**

- 9.12. All players participating in age groups that play in Zones will be required to wear a wrist band, as per By-Law 25.4, with the official SMFL logo on it. The wrist band must be visible at all times and cannot be switched on the field during the course of play.

### **Gloves**

- 9.13. Players are not permitted to wear gloves unless prior written approval has been given by the Chief Executive Officer. Such approval is at the absolute discretion of the Chief Executive Officer and may only be given where a medical certificate has been provided.

### **Stops**

- 9.14. Stops in players' boots must not have sharp edges. Aluminium or stainless-steel stops are prohibited.

### **Other Apparel Items**

- 9.15. Appropriate helmets, mouthguards and shin guards may be worn.
- 9.16. Players may wear sports specific glasses that have been designed for use in contact sports i.e. shatter proof.
- 9.17. No apparel other than listed in By-Law 9 is permitted to be worn on field during the match – unless prior written approval has been given by the Chief Executive Officer.
- 9.18. A copy of the written approval is required to be viewed by the field umpire officiating on game day. This requirement is to be fulfilled for each game where approval is being sought.

### **League, Club and Sponsor Logos**

- 9.19. The following By-Laws outline the requirements for League and club logos on playing apparel. All artwork for playing apparel must be submitted to the SMJFL for final approval prior to ordering. An application may be made by clubs for logos, outside of

the below listed dimensions, which may be approved at the absolute discretion of the Chief Executive Officer.

### **Jumper**

- 9.20. The SMJFL logo (which may include League sponsors), measuring no more than 8cm x 8cm, must be displayed on the front right breast of all team jumpers.
- 9.21. Club sponsors' logos, approved by the SMJFL, no larger than 8cm x 8cm may be affixed to the front left breast of team jumpers, in line with the SMJFL logo.
- 9.22. Club sponsors' logos, approved by the SMJFL, no larger than 10cm high and 30cm wide may be displayed on the back of jumpers. Such logos must be located a minimum of 2 cm above or below the player number.

### **Shorts**

- 9.23. The SMJFL logo (which may include League sponsors), measuring no more than 8cm x 8cm, must be displayed on the front right leg of team shorts.
- 9.24. The SMJFL logo (which may include League sponsors) must be affixed to the bottom section of the side panels of all playing shorts.
- 9.25. Club sponsors' logos, approved by the SMJFL, no larger than 8cm x 8cm may be affixed to the front left leg of approved team shorts. No logos will be approved for addition to the back of playing shorts.

### **Socks**

- 9.26. The SMJFL logo and/or 'SMJFL' must be affixed to all approved playing socks.

## **10. Venue**

### **Ground Set Up**

- 10.1. The Team Manager of the home team is to ensure that the ground is properly marked with boundary lines, goal squares and centre circle. A centre square and arcs (appropriate to ground size) must also be marked (in accordance with the LOAF) except for Modified Rules Competitions.
- 10.2. Centre circle may be marked closer to the wing if condition of ground warrants it.
- 10.3. Grounds for Modified Rules Competitions must be prepared as per By-Law 25.
- 10.4. The interchange area, which shall be marked in accordance with the LOAF, shall be positioned between the designated Team Bench areas (which shall also be marked) and shall also be signified by line marking paint or two soft cones.
- 10.5. All goal and behind posts must be padded to a height of at least two metres.
- 10.6. The playing field boundary line must be at least 3 metres away from any potential obstacles (including perimeter fencing)
- 10.7. The home team shall provide a satisfactory scoreboard and ensure that it is in operation for the duration of the match.

10.8. The home team must provide a suitable stretcher and first aid kit for each ground being used. The stretcher and the first aid kit must be easily accessible at all times.

### **Umpires' Room**

10.9. Only the Umpires, Umpire Escorts, Team Managers, SMJFL officials and first aiders are permitted to enter the umpires' room. Parents/supporters of players are not permitted in the Umpires' Room.

### **Team Bench**

10.10. In addition to players participating in the match, the following Team Officials are permitted in the Team Bench area during a football match:

- Coach
- Assistant Coach
- Trainer
- Runner

10.11. No other person is permitted in the Team Bench area during the match.

10.12. Team Officials and players in the designated Team Bench area must not be within one metre of the boundary line at any time other than during the breaks.

### **Ground Condition**

10.13. Prior to the first match played at a venue on any given day, an inspection of the ground must be completed prior to commencement of play and the Ground Inspection Report completed via the prescribed online application.

10.14. Where both Team Managers agree that a ground is unsafe to play on attempts should be made to find a suitable alternative venue. Where possible, a decision should be made in consultation with SMJFL staff.

10.15. If no alternative venue is available, the match may be rescheduled at the Chief Executive Officer's absolute discretion.

10.16. If the match is not re-scheduled, the match will be deemed to be abandoned and each team shall be awarded 2 premiership points, with no adjustment to be made to the teams' cumulative total points for and against.

## **11. Adverse Weather Conditions**

11.1. The SMJFL may cancel any SMJFL match due to adverse weather conditions such as, but not limited to, excessive heat/humidity, lightning or rain/hail that may endanger participants' health or safety.

11.2. In the event there are no SMJFL staff available to make a decision, a game may be cancelled on the agreement of both Team Managers. However, if the SMJFL, on review of the game, decides the game should not have been cancelled, it reserves the right to award points or hand down any penalty as it sees fit.

11.3. Where play is unable to proceed in a home and away game for a period of time equal to one quarter, due to adverse weather conditions, the game shall be cancelled and the following will apply:

- Where a match is either not started or stopped prior to half time, the game shall be considered cancelled and each team shall be awarded 2 premiership points. The match score will be entered as 0-0.
- Where the game is cancelled in the 3<sup>rd</sup> or 4<sup>th</sup> quarter, the team leading shall be considered the winner and the score recorded at the cessation of play entered as the final score.

11.4. Where play is unable to proceed in finals game, due to adverse weather conditions, the following shall apply:

- Where the game is stopped before three quarter time the game shall be considered abandoned and shall be replayed within 7 days at a time and venue determined by the Chief Executive Officer in his or her absolute discretion.
- Where the game is stopped in the last quarter and a team is leading by 36 points or more the team leading will be considered the winner.
- Where the game is stopped in the last quarter and the margin is 35 points or less the game shall be considered abandoned and shall be replayed within 7 days at a time and venue determined by the Chief Executive Officer in his or her absolute discretion.
- However, in finals games where the SMJFL has appointed a Match Manager (generally Grand Finals), taking into consideration all available information (match schedule, facilities etc.), they may stop the clock for a period of time before deciding if the game is able to proceed.

## **12. Match Footballs**

12.1. The home team must provide the Field Umpire with the two footballs of the correct size and material and in good condition (as determined by the Field Umpire) no later than ten minutes before the commencement of a home and away match. The away team Captain shall choose which of the two footballs is to be used for the match. The football that is not chosen for the match shall remain on the home team's bench and will be used as a back-up football where necessary.

12.2. Correct size and material for age groups is as follows:

Age Group	Size	Material
Under 10 Girls	2	Synthetic
Under 12 Girls	3	Synthetic
Under 14 Girls	4	Synthetic
Under 16 Girls	4	Leather
Under 18 Girls	4	Leather
Under 8, 9 & 10 Mixed	2	Synthetic
Under 11 & 12 Mixed	3	1 leather & 1 synthetic
Under 13 & 14 Mixed	4	Leather
Under 15 – 17 ½ Boys	5	Leather

12.3. For day matches, the footballs supplied must be red. If in the opinion of the umpire, the light quality means that a yellow ball should be used, the home club should attempt to make a yellow ball available. For night matches, the footballs supplied must be yellow.

12.4. Footballs for finals matches shall be supplied by the SMJFL.

12.5. Each club shall purchase all match balls from the specified SMJFL licensed partner. Each match ball must be branded with the SMJFL logo and SMJFL ball sponsor(s). Any club who breaches this By-Law will be dealt with at the discretion of the Chief Executive Officer.

### **13. Fixtures**

#### **Date and Time of matches**

13.1. All football matches shall be played on the date and time and at the venue determined by the Chief Executive Officer.

13.2. Requests by Participating Clubs for a change of the time and/or venue of any football match must be received, in writing, by the SMJFL no later than 12pm five business days prior to the match. Such requests must be submitted with the prior written agreement of any impacted clubs and shall be dealt with by the Chief Executive Officer in their absolute discretion.

13.3. The Chief Executive Officer may, in their absolute discretion, alter the time and/or venue of any football match provided that both clubs competing in such match are notified as soon as practical. For the avoidance of uncertainty, the time and/or venue of any football match may be changed in accordance with By Law 13.3 or **Error! Reference source not found.** whether or not both teams participating in that match agree to the change.

#### **Duration of Football Matches**

13.4. The duration and breaks between quarters of football matches is as follows:

Age Group	Match Duration	Break duration (minutes)		
		¼ time	½ time	¾ time
Under 10 Girls	10 minute quarters	3	6	3
Under 12 Girls	12 minute quarters	3	6	3
Under 14 Girls	15 minute quarters	3	8	5
Under 16 Girls	15 minute quarters	3	8	5
Under 18 Girls	17 minute quarters	3	8	5
Under 8 Mixed	10 minute quarters	3	6	3
Under 9 & 10 Mixed	12 minute quarters	3	6	3
Under 11 - 14 Mixed	15 minute quarters	3	8	5
Under U15-17 ½ Boys	20 minute quarters	3	10	5

13.5. The clock shall only be stopped in the case of a head count (By-Law 16.1-16.4).

13.6. The Timekeepers must sound a warning siren one minute prior to the conclusion of the ¼ time and ¾ time breaks and 3 minutes prior to the conclusion of the ½ time break.

13.7. Players are encouraged to shake hands and offer three cheers to the umpires at the end of the match.

13.8. At the conclusion of all matches other than the final match of the day at a particular venue, all players, officials and supporters must exit the ground without undue delay, to enable the teams participating in the next match to access the ground.

13.9. Singing of club songs shall only take place in the clubrooms (or away from the opposition team if no clubrooms provided) and must not occur on the ground. Any Club that breaches this By-Law shall be dealt with at the discretion of the Chief Executive Officer.

### **Injury Stopped Game**

13.10. Where play is unable to proceed in a home and away game for a period of time equal to one quarter, due to an injury occurring on the ground which requires (on the advice of trainer/s or other medical personnel) that the injured person should not be removed from the ground until an ambulance arrives, the following procedures shall be followed:

- Where there is an alternate ground at the same venue immediately available, which is in suitable condition (as agreed by both Team Managers), the game should be moved and play continue from the point at which the game was stopped (as noted by the time keepers).
- Where no alternate venue is immediately available, the following shall occur –

- Where the game is stopped before half time, the game shall be considered abandoned and each team shall be awarded 2 premiership points, with no adjustment to be made to the teams' cumulative total points for and against.
- Where the game is stopped in the 3<sup>rd</sup> or 4<sup>th</sup> quarter, the team leading shall be considered the winner and the score recorded at the cessation of play entered as the final score.
- If the Member club of either team is not satisfied with the outcome, it may appeal by lodging a written complaint with the Chief Executive Officer no later than 6.00pm on the Monday following the day of the match. The Chief Executive Officer may, in his or her absolute discretion, act on the complaint in such manner as he/she thinks fit.

13.11. Where play is unable to proceed in a Finals game for a period of time equal to one quarter and where no alternate venue is immediately available, the following shall occur:

- Where the game is stopped before three quarter time the game shall be considered abandoned and shall be replayed within 7 days at a time and venue determined by the Chief Executive Officer in his or her absolute discretion.
- Where the game is stopped in the last quarter and a team is leading by 36 points or more the team leading will be considered the winner.
- Where the game is stopped in the last quarter and the margin is 35 points or less the game shall be considered abandoned and shall be replayed within 7 days at a time and venue determined by the Chief Executive Officer in his or her absolute discretion.
- However, where the SMJFL has appointed a Match Manager (generally Grand Finals), taking into consideration all available information (match schedule, facilities etc.), they may stop the clock for a period of time before deciding if the game is able to proceed.

13.12. Where play is unable to proceed in a Lightning Carnival game for a period of time equal to one half, due to an injury occurring on the ground which requires (on the advice of trainer/s or other medical personnel) that the injured person should not be removed from the ground until an ambulance arrives, the game shall be considered abandoned and each team shall be awarded a draw (where applicable). The game may not be replayed.

#### **14. Number of Players**



14.1. The number of players permitted to take part in any home and away football match is as follows:

Age Group(s)	On Field		Total on Team Sheet
	Minimum	Maximum	
Under 10 Girls	9	12	No limit
Under 12 Girls	9	12	No limit
Under 14 Girls	12	15	No limit
Under 16 Girls	12	15	No limit
Under 18 Girls	14	18	No limit
Under 8 – Under 10 Mixed	14	18	No limit
Under 11 – Under 14 Mixed	14	18	24 (no limit in finals)
Under 15 – Under 17 ½ Boys	14	18	24 (no limit in finals)

14.2. Where a team has the minimum number of players to start a match but not a full team (excluding bench), the team with the numerical advantage must either “loan” players to the opposition or play with an equal number of players on the field unless:

- A loan is offered but after evening up numbers there are still excess players in which case the team with the numerical advantage can play with one extra player; or
- The team with the numerical advantage only has one extra player than the opposition in which case the team with the numerical advantage can play with that extra player; or
- The team with minimum numbers refuses to accept “loan” players in which case the team with the numerical advantage can play at full strength.
- Team Managers and Umpires are required to sign off on player numbers on the competition match report prior to the match commencing

14.3. By-Law 14.2 does not apply to finals matches.

14.4. For the avoidance of doubt, teams must match players based on numbers at the start of the match only. Teams are not required to match if a player leaves the field after the start of the match. Unless agreed to by both Team Managers, once players have been loaned to the opposition, that same number of players must remain with the opposition until the end of the game, regardless of any changes to either side through injury.

14.5. "Loaned" players should appear on the team sheet of their team, however it should be noted that they were “on loan” to the other team.

14.6. Despite By-Law 14.1, no limit shall apply to the number of players on the interchange bench in finals matches.

14.7. A breach of the above may result in the offending team forfeiting the relevant match.

## **15. Forfeited Matches**

15.1. Where a team has fewer than the minimum number of players (as per By-Law 14.1) the opposing team shall be awarded a “forfeit”.

15.2. Unless on written approval by the Chief Executive Officer, a club with multiple teams in an age group, may only forfeit the lowest ranked in an age group. If a member club forfeits a higher ranked team (without approval) the SMJFL may award a forfeit to the opposition of any lower ranked teams in the same age group, in the same round of matches.

15.3. A time limit of twenty minutes after the official starting time shall be allowed for teams being late, after which the match may be claimed as a “forfeit” at the option of the opposing team.

15.4. A "friendly" match may then be played between the teams, provided that the Umpire is made aware that the official match has been forfeited.

15.5. All paperwork must note that the match has been forfeited.

15.6. When a forfeit occurs the non-forfeiting team will record a 60-0 win and be awarded four premiership points.

15.7. No SMJFL Best and Fairest votes shall be awarded in a “friendly” match.

15.8. Teams awarded a “forfeit” shall be entitled to lodge an official team sheet on the Competition Management System. Only players included on the Competition Management System will have the match count towards finals eligibility.

15.9. A Club giving a forfeit shall be responsible for notifying the opposition team (via the Club Secretary), the SMJFL ([footballops@smjfl.com.au](mailto:footballops@smjfl.com.au)) the umpires ([umpiring@smjfl.com.au](mailto:umpiring@smjfl.com.au)) and the venue (if being played at a neutral venue) as soon as possible before the start of the match.

15.10. Clubs giving a forfeit are subject to penalties as per Appendix 3 – Fines.

## **16. Head Count**

16.1. A team captain may at any time during play in a match approach a Field Umpire to request a head count of the opposing team’s players. Play must immediately be suspended and the Timekeepers’ clock must be stopped whilst the head count is taken.

16.2. The timekeepers are to note the score on the score card at the time of the head count.

16.3. If a team is found to have an excess of players on the field the umpire must instruct the goal umpires and time keepers to deduct the points scored by that team during the quarter in which they are found to have had excess players on the ground. The opposition team will be awarded a free kick and a 25-metre penalty.

16.4. Where a request for a head count is considered by the Chief Executive Officer to have been frivolous, the Participating Club of the team that called for the head count may be sanctioned, at the discretion of the Chief Executive Officer.

## **17. Player Interchange**

17.1. Interchange of players is permitted whilst play is in progress provided that such players enter or leave the field via the designated interchange area. If a player who is not injured leaves the ground at any place other than through the Interchange area, that Player cannot return onto the ground for a period of one full quarter.

Example: if the breach occurs at the 16-minute mark of the second quarter the player would only be permitted to return to the field at the 16-minute mark of the third quarter.

17.2. Despite By-Law 17.1, an injured player need not leave the field via the designated interchange area but the replacement player must not enter the field until the injured player has left the field, and must do so via the designated interchange area.

17.3. Monitoring the interchange of players is the responsibility of the Umpire Escort. If a breach of By-Law 17.1 occurs, the Umpire Escort must report this to the offending team's Team Manager who must then inform the Timekeeper, advising the player's name and number. The time commences upon arrival at the Timekeepers' area by the Team Manager.

## **18. Concussion**

18.1. If a player is deemed to be concussed on match day, they should not return to the field of play (or training) until such time as a doctor's certificate has been obtained indicating they are fit to play. This process is to be managed at club level.

## **19. Blood Rule**

19.1. Upon a player being noticed by an umpire to have blood on them, the player must leave the ground immediately via the designated interchange area to be attended to; and may be immediately replaced with an interchange player. Once the bleeding has stopped, and all blood cleansed or covered (including uniform), the player may be interchanged back onto the ground.

19.2. This rule applies to all persons entitled to be on the ground during game times.

19.3. Trainers must wear gloves when attending to bleeding players, and all blood infected materials must be bagged separately and disposed of in an appropriate manner.

## **20. Team and Match Officials**

### **Team Officials' Roles**

- 20.1. Each participating Club must for each match appoint a Coach, Team Manager, and Trainer.
- 20.2. Each participating Club may for each match appoint an Assistant Coach, Runner and Water Carrier/s (except Modified Rules where Water Carriers are not allowed).
- 20.3. Participating Clubs shall ensure that Team Officials are fully conversant with and comply with these By-Laws.

#### **Coach**

- 20.4. It shall be the responsibility of coaches to maintain team and bench official discipline and to instruct the players and officials to act within the rules and spirit of the game at all times.
- 20.5. All Coaches must comply with the SMJFL Coaching Accreditation Policy. Failure to comply will result in the Member Club being fined as per Appendix 3 – Fines.
- 20.6. All SMJFL Coaches shall uphold the AFL Coaches Code of Conduct and must maintain a standard of behavior and conduct that is in the best interests of the game and the players in their care.
- 20.7. Coaches are not permitted to enter the field of play while any match is in progress and must remain in the designated Team Bench area at all times other than during the breaks.

#### **Team Manager**

- 20.8. Team Managers must comply with their responsibilities as set out in the SMJFL Team Managers' Handbook which is available on the SMJFL website.
- 20.9. The Team Manager shall be responsible for addressing issues involving the behaviour of their team's spectators towards the umpires.
- 20.10. Team Managers must have access to the SMJFL Team Managers Handbook and these By-Laws at all times.

#### **Runner**

- 20.11. Runners must be at least 16 years of age or, in the opinion of the Field Umpire, of sufficient age to be competent to perform the task.
- 20.12. Runners may deliver a message to a maximum of two players before leaving the playing field and must leave the playing field immediately after the messages have been delivered.
- 20.13. Runners must not coach, barrack or in any way deliberately obstruct play or interfere with a player or official from the opposing team.
- 20.14. A Field Umpire may order from the field and report any Runner who is in breach of these By-laws. Any Runner ordered from the field may be replaced.

#### **Trainer**

- 20.15. As per the [Sports Trainers in Community Football Policy](#), all Member Clubs must appoint a minimum of one Trainer per team who holds a minimum qualification of Provide First Aid with an up to date CPR component.
- 20.16. It is recommended that a venue trainer is present at all matches. If there is no venue trainer with Emergency Response Coordinator (ERC) qualifications present, trainers for under 13 and above age groups must also have completed ERC training.
- 20.17. A Trainer appointed pursuant to By-Law 20.15 must be present for the duration of all games in which the Trainer's team participates.
- 20.18. Each team must provide one first aid kit (including ice) for use by the team Trainer(s).
- 20.19. Medical Practitioners can act as a trainer provided they are in a current clinical practice and registered with the AHPRA. Medical Practitioners must complete the ERC training every three years and CPR training every year and are exempt from holding a Provide First Aid certificate.
- 20.20. In the event of an injury to a player, a venue trainer or a second or third trainer may enter the field of play. Only 1 trainer is permitted on the team bench. Any additional trainers must be stationed off the field (outside the fence) and must be wearing the appropriate SMJFL bib.

#### **Water Carrier(s)**

- 20.21. Water Carriers must be at least 12 years of age or, in the opinion of the Field Umpire, of sufficient age to be competent to perform the task.
- 20.22. One Water Carrier is permitted to enter the field of play to deliver water to players in the under 11 and under 12 competitions. Two Water Carriers are permitted to enter the field of play to deliver water to players in the under 13s and above.
- 20.23. Water Carriers are only permitted to carry plastic water bottles on to the field of play. Metal and glass bottles, and water bottle carriers, are not permitted on the field of play.
- 20.24. Water Carrier shall only enter the field of play behind play to deliver water to the players whilst: a player from either side is having a set shot for goal; or whilst the football is being retrieved and returned to the field umpire who will be located in the centre of the ground after a goal has been scored.
- 20.25. Where a player having a set shot for goal misses the goal, all Water Carriers must immediately leave playing field.
- 20.26. Water Carriers:
- may enter the field of play from any position on the ground.
  - are not permitted to communicate with the Team Bench other than during the breaks between quarters.
  - must not at any time other than during the breaks between quarters be within 30 metres of the Team Bench.

- are not permitted to pass messages or give instructions to players or disrupt play.

20.27. A Field Umpire may order from the field and report any Water Carrier who is in breach of these By-laws. Any Water Carrier ordered from the field may be replaced.

### **Match Officials' Roles**

20.28. Each team for every match shall provide a Field Umpire (Modified Rules games only) Goal Umpire (except where provided by the SMJFL Umpiring Department), Boundary Umpire (except where provided by the SMJFL Umpiring Department), Timekeeper and Umpires' Escort. The home team shall also supply a Scoreboard Attendant.

#### **Goal Umpire**

20.29. Where Goal Umpires are not provided by the SMJFL Umpiring Department, each team participating in a match must provide a Goal Umpire who is at least 16 years of age or, in the opinion of the Field Umpire, of sufficient age to be competent to perform the task.

20.30. Each Goal Umpire shall be equipped with a scorecard, two flags and a pen.

20.31. Each Goal Umpire shall be responsible for keeping score and the Goal Umpires shall confer and verify scores at the end of each quarter. At the completion of the match they must sign each other's scorecard.

20.32. Only in the case of a disagreement on scores by the Goal Umpires shall the score recorded on the official Timekeepers' card be regarded as correct.

20.33. Goal Umpires shall be responsible for ensuring that the area between and behind the goals is kept clear of spectators and obstacles and must not enter the field or dispute decisions of the Field Umpires at any time.

20.34. Field Umpires may overrule a decision by a Goal Umpire except in the case where the Goal Umpire is appointed by the League.

20.35. Goal Umpires are not permitted to coach or communicate with any players or officials - other than during breaks between quarters. A Field Umpire may order from the field and report any team appointed Goal Umpire who is in breach of this By-law. Any team appointed Goal Umpire ordered from the field must be replaced.

#### **Boundary Umpire**

20.36. Boundary umpires must not be provided for Modified Rules and Under 12 Girls competitions.

20.37. Where boundary umpires are not provided by the SMJFL Umpiring Department, each team participating in a match must provide a boundary umpire (or two if preferred), who is at least 14 years of age or, in the opinion of the Field Umpire, of sufficient age to be competent to perform the task.

- 20.38. When a club provides a boundary umpire, anytime the ball crosses the line the boundary umpire will signal the field umpire with a whistle and arm straight up that the ball is out. They are not required to throw the ball in as the field umpire will conduct a ball up 10 metres inside the field of play adjacent to where the ball crossed the line.
- 20.39. Clubs may supply two boundary umpires (on one side) as long as they are both correctly attired.
- 20.40. The Boundary Umpires must be familiar with the correct procedures to ensure the proper conduct of the match.
- 20.41. Field Umpires may overrule a decision by a Boundary Umpire.
- 20.42. Boundary Umpires are not permitted to coach or communicate with any players or officials - other than during breaks between quarters. A Field Umpire may order from the field and report any team appointed Boundary Umpire who is in breach of this By-law. Any team appointed Boundary Umpire ordered from the field must be replaced.
- 20.43. Club appointed Boundary Umpires are not permitted to lay a Report but should submit any Complaints via the Club Secretary after the match.

#### **Umpire Escort**

- 20.44. Umpire Escorts must be at least 18 years of age.
- 20.45. Both teams must supply an Umpires' Escort, who shall escort the field umpires to and from the ground at the commencement of the match, at half-time and at the conclusion of the match. Each escort shall remain outside the umpires' room during half time. The Umpire Escort must remain with the umpires until all SMJFL paperwork has been signed and finalised.
- 20.46. During the first and third quarter breaks the Umpires' Escorts must remain with the umpires and provide drinks for them.
- 20.47. During play Umpires' Escorts shall act as Interchange Stewards to ensure that players enter and exit the ground via the designated interchange area. The Umpire Escort may stand immediately inside the fence near the interchange gates.

#### **Timekeeper**

- 20.48. Timekeeper is to be provided by each team and the home team shall provide an accurate timing device and siren, bell or other appropriate audible signalling device.
- 20.49. Timekeepers must be at least 16 years of age or, in the opinion of the Field Umpire, of sufficient age to be competent to perform the task.
- 20.50. The Timekeepers shall progressively record the scores on the reverse of the official Timekeepers card and shall sign it at the conclusion of the football match.
- 20.51. Participating Clubs shall ensure that the Timekeepers are aware of the provisions in these By-laws concerning the length of quarters and the length of intervals.

20.52. The Timekeepers must sound a warning siren five minutes prior to the start of the game, one minute prior to the conclusion of the ¼ time and ¾ time breaks and 3 minutes prior to the conclusion of the ½ time break.

**Scoreboard Attendant**

20.53. The home team shall provide a scoreboard attendant, who must ensure that the scoreboard is up-to-date at all times during a match.

20.54. Scoreboard attendants must be at least 12 years of age or, in the opinion of the Field Umpire, of sufficient age to be competent to perform the task.

**Club Umpires (Modified Rules)**

20.55. In all Modified Rules Competitions each Member Club shall supply one volunteer to co-umpire the games – two umpires in total. The Club Umpire must be at least 18 years old and must have completed the SMJFL provided training.

20.56. The home team shall be responsible for submitting the Competition Match Report.

**Club Umpires (Other Competitions)**

20.57. When an SMJFL umpire is not appointed to or fails to arrive at a particular game each team shall appoint one person to act as umpire.

20.58. Both appointed Umpires shall officiate the match together.

20.59. Both appointed Umpires shall jointly award votes for the game.

20.60. The home team shall be responsible for submitting the Competition Match Report Form and votes online.

**Team and Match Officials' Attire**

20.61. The following SMJFL approved bibs shall be provided by Member Clubs must be worn (and be visible) by officials at all times during a football match:

Role	Colour
Ground Manager	Pink (Optional)
Team Manager	Grey
Coach	Red
Assistant Coach	Green
Trainer	White
Runner	Yellow
Water Carrier	Light Blue
Umpire Escorts	Orange
Club Umpires	Florescent yellow (shirt)
Boundary Umpires	White
Goal Umpires	White (coat)



20.62. Officials must wear enclosed shoes.

### **Failure to Provide Team or Match Officials**

20.63. A Member Club who fails to provide any of the team or match officials shall be dealt with at the discretion of the Chief Executive Officer.

### **Team and Match Officials' Behaviour**

20.64. Under no circumstances are Team or Match Officials to abuse, threaten or intimidate umpires (including umpiring department staff) or players, officials or spectators.

20.65. No person other than an Umpire Escort or Team Manager is to approach the Umpires (including umpire department staff) at any time, the Umpire Escort or Team Manager may only do so for matters not relating to the manner in which the game is being officiated.

## **21. Match-day Paperwork**

### **Team Sheets**

21.1. The names and numbers of all players taking part in a football match for a particular team must be entered on the official SMJFL Team Sheet. Players' names must appear on the Team Sheet in the same order that they appear in the SMJFL Team Register, and each player competing in the game must sign the Team Sheet adjacent to their name.

21.2. Team Sheets must include the names of any bench or on-field officials.

21.3. A line and the letters DNP (did not play) must be ruled through the name of any player who is not taking part in the match.

21.4. Any player that has been granted a permit or exemption to play in any game (where they would otherwise be ineligible) must have a "P" written next to their name.

21.5. If a player fails to take the field at any point during the match they must be removed from the team sheet prior to the signing of the Competition Match Report.

21.6. An unsigned copy of the team sheet must be provided to the opposition prior to the start of the match.

21.7. Signed team sheets must be given to the senior Field Umpire no later than the commencement of the third quarter. Once the Team Sheets have been given to the umpire, no further players may be added to, or sign, the team sheets. Team sheets will be returned to Team Managers at the end of the game.

21.8. Hard copies of Team Sheets must be kept on file and made available to the SMJFL if requested.

21.9. All team sheet information must be entered into the Competition Management System by the stipulated timeline in By-Law 22. Once information has been entered online, the written team sheet will only be referred to if requested by the SMJFL.

### **Goal Umpire and Timekeeper cards**

- 21.10. Each team must provide their own Goal Umpire and Timekeepers with Official Scorecards. The name and age group of the teams playing must be placed on top of the Scorecards.
- 21.11. At the conclusion of a match, the Timekeepers and Goal Umpires must all sign the official scorecards. Only in the case of a disagreement on scores by the Goal Umpires will the Timekeeper cards be regarded as correct.
- 21.12. At the conclusion of the match, each Team Manager must collect their own scorecards to be kept on file along with the team sheet.
- 21.13. In a Modified Rules game (except U12 Girls) clubs do not need to provide scorecards. Scores can be kept by the Team Manager on their team sheet.

### **Ground Inspection Report**

- 21.14. Prior to the first match played at a venue on any given day, an inspection of the ground must be completed prior to commencement of play and the Ground Inspection Report completed via the prescribed online application.

### **Competition Match Reports**

- 21.15. Prior to the commencement of the match, the Team Manager of the home team shall provide the field umpires with an SMJFL Competition Match Report Form.
- 21.16. At the conclusion of the match, the Competition Match Report Form must be signed by the Team Managers of both teams that participated in the match. In the event of a dispute as to the contents of the Competition Match Report Form, Team Managers are permitted to make comments as to the nature of the dispute in the comments section of the form.
- 21.17. Distribution of Competition Match Report Form is as follows:

Colour	Destination
Green	Home team copy
Pink	Away team copy
White	Umpire copy

- 21.18. If an SMJFL umpire is not appointed, it is the responsibility of the club appointed umpires to complete the Competition Match Report Form (including the allocation of votes) and submit it via specified link on the SMJFL website.

### **Player/Official Report Forms**

- 21.19. Prior to the commencement of the match, the Team Manager of the home team shall provide the field umpires with copies of the Player/Official Report Form.
- 21.20. Any Reports against players or Team Officials must be lodged with the Umpiring Academy Manager (by the umpire) no later than 8pm on the day that the match was

played and may be withdrawn by the person who made the Report at any time prior to the commencement of the Tribunal hearing.

21.21. It shall be the Umpire's duty to provide copies of the completed Player/Official Report Form to the Team Managers as soon as practicable after the conclusion of the match.

The Team Managers must await receipt of their copies ("the copies") and shall acknowledge receipt of same by signing the 4<sup>th</sup> copy of the Player/Official Report Form.

21.22. If a Player/Official Report Form is not made available the umpire may use any other material to write down the details of the report.

21.23. It is the responsibility of the Team Managers to sign the report form.

21.24. The team manager shall inform the Club Secretary that a Report has been laid. Refer to By Law 31 for further information on Set Penalties and By-Law 32 for further information on Tribunal hearings.

21.25. All Umpires reporting players must write details of the report on the official Competition Match Report Form.

21.26. Distribution of Player/Official Report Form is as follows:

Colour	Destination
White	Team Manager of Reported Player/Official
Green	Opposition Team Manager
Blue	Umpires

## 22. Results Entry

22.1. The following is a list of results entry requirements for the various competitions:

- Modified Rules:

Item	Required	Timeline	Notes
Full time scores	Yes	8pm match day	Will not be displayed on website (except U12 girls)
Update team sheet	Yes	8pm match day	Make sure all players who played are entered. Remove players who did not play.
Dispute Team sheet	No	12pm Tuesday	Clubs must notify the SMJFL if opposition's online team sheet does not match paper team sheet.
Best players	No		Do not enter this information
Goal kickers	No		Do not enter this information

- All other competitions:

Item	Required	Timeline	Notes
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Quarter by quarter scores	Yes	8pm match day	
Update team sheet	Yes	8pm match day	Make sure all players who played are entered. Remove players who did not play.
Dispute Team sheet	No	12pm Tuesday	Clubs must notify the SMJFL if opposition's online team sheet does not match paper team sheet.
Best players	No		May be entered
Goal kickers	No		May be entered

### **23. Premiership Ladders**

- 23.1. Except for under 12 girls, no premiership ladders shall be maintained for Modified Rules Competitions.
- 23.2. A premiership ladder shall be maintained during the home and away season for all Other Competitions and under 12 girls.
- 23.3. In home and away matches, four points will be allotted for a win, four points for a team in whose favour a forfeit is ruled, two points for a draw or an abandoned game that isn't rescheduled and zero points for a loss.
- 23.4. At the completion of round 4 all ladders will be reset for any competition affected by re-gradings (any teams in or out). All these teams will start round 5 with zero points and no percentage.
- 23.5. Any competitions without any re-grades up to round 4 will not be reset.
- 23.6. If any re-grades occur after ladders have been reset, results against the re-graded team will be removed and replaced with a bye. The re-graded team will start with no points or percentage in the new grade.
- 23.7. In competitions involving an uneven number of games for competing teams, the League shall also prepare a match ratio which reflects the number of wins by each team against the number of matches played by each team.
- 23.8. In the event of more than one team having the same number of premiership points (after any match ratios have been applied) the team with the highest percentage (total points scored compared to total points against) shall finish higher on the ladder

#### **Mercy Rule**

- 23.9. The official winning margin in under 11 to under 13 mixed and under 12 and under 14 girls' matches shall be no more than 60 points. Where the actual winning margin is greater than 60 points, the Chief Executive Officer shall ensure that the winning team's score is reduced so that the official margin is 60 points, and the adjusted score shall be used for the ladder percentage calculations.

## **Withdrawal of team During Home and Away Season**

23.10. Where a team is withdrawn from the competition after the commencement of round 5 matches and prior to having played all other teams in their division on at least one occasion, the Chief Executive Officer shall adjust the ladder in that division to the effect that all matches played by that team shall be deemed to have been byes.

## **24. Finals Series**

24.1. A finals series shall be conducted in all Other Competitions and under 12 girls and shall be conducted in such manner as is decided by the Chief Executive Officer from time to time.

24.2. All finals matches shall be played at such grounds as the Chief Executive Officer shall determine.

24.3. Where possible all Umpires for finals matches shall be appointed by the Umpiring Academy Manager.

24.4. Despite By-Law 14.1, no limit shall apply to the number of players on the interchange bench in finals matches.

24.5. The team that finished higher on the ladder at the end of the home and away season will be considered the “home” team for Semi & Preliminary Finals. The team that wins Semi Final 2 shall be considered the “home” team for the Grand Final.

24.6. Appendix 4 – Player Movement & Finals Qualification Policy sets out the parameters for player eligibility for finals matches.

24.7. Where, in a finals match, scores are tied at the end of the match, the following shall apply:

- The Goal Umpires shall meet in the centre of the ground to confirm that the scoreboard is correct.
- Where the scoreboard is correct, and the scores are tied, the senior Field Umpire shall be informed.
- Two further halves of five minutes with no “time on” shall then be played, with the teams changing ends at the conclusion of the first five-minute half.
- Only the Runner is allowed onto the field whilst the teams change ends.

24.8. Should the scores remain tied at the end of the two five-minute halves, the process shall be repeated until such time as there is a winner.

## **25. Rule Variations**

25.1. Rule variations are as per the Rule Variation Matrix available on the SMJFL website.

### **Zones**

The following By-Laws outline matters relevant to the running of games with Zones.

#### **Ground Set Up**

- 25.2. Ideally, grounds must be between 100-120 metres long and 80-90 wide. Where a ground is larger than these dimensions it should be reduced either by line marking or cones/markers. Any clubs wishing to vary the ground size must receive written approval from the Chief Executive Officer.
- 25.3. Temporary goal posts may be used to aid in reducing ground size and must have a plastic or rubber base and no metal or sharp objects. Temporary goal posts do not need padding.
- 25.4. Players are positioned in three zones with equal numbers to prevent congestion around the ball. Umpires should encourage players to stay in their correct positions. Players from each zone are required to wear different coloured SMJFL wrist bands as per the following:

Position	First Named Team	Second Named Team
Forward	Blue	Yellow
Centre	Red	Red
Back	Yellow	Blue

#### **Transition of Ball**

- 25.5. When the ball is in transition from the back zone to the forward zone, it must be touched by a player in the mid zone. Failure for this to occur will result in a free kick awarded to the opposition team at the point at which the ball entered the end zone.

#### **Out of Bounds**

- 25.6. Where kicked out of bounds (regardless of whether it bounced before being out of bounds) a free kick is awarded against the player who last kicked the ball. This free kick will be taken by the closest player to where the ball went out of play.
- 25.7. If there is any doubt, or if the ball came off hands or a body, the umpire shall call a ball-up 5 metres in from the boundary.

#### **Gaining Possession**

- 25.8. A player's prime objective should be to gain possession of the ball (eyes on the ball).
- 25.9. 'Running with' the player rather than 'running at' the player must be the intention. Any deliberate contact or contact to the back is strictly prohibited other than in the process of completing a Modified Tackle.
- 25.10. Once the ball is possessed, an opposition player may apply a modified tackle.

#### **Scoring**

- 25.11. Any player not designated as a 'forward' who scores will be deemed to be breaching the zones and the score will not be awarded. A free kick will be awarded to the opposition and should be taken from the goal square.

#### **Results/Scoreboards**

25.12. No scoreboards are to be displayed during games. Results (including goal kickers & best players) must not be published by the club in any form e.g. website, social media or local newspaper. Any club breaching these By-Laws will be fined as per Appendix 3 – Fines.

#### **Modified Tackle**

25.13. A player in possession of the ball may be tackled by an opponent wrapping both arms around the area below the top of the shoulders and on/above the knees.

25.14. The tackle may be from either side or from behind, providing the tackle from behind does not thrust the player with the ball forward (i.e. push him or her in the back).

25.15. If the player in possession of the ball is taken to the ground in the act of tackling, they will receive a free kick. If the umpire feels the player drops to the ground in order to receive a free kick, they will be penalised for holding the ball.

25.16. A player in possession of the ball, when held by an opponent applying the wrap-around tackle, should be given a reasonable chance to dispose of the ball by kick or by handball, or by attempting to kick or handball. If he or she fails to do so, a free kick shall be awarded to the tackler for holding the ball.

25.17. The field umpire shall conduct a ball-up when the player with the ball has it held to the body by an opponent, unless the player has had a reasonable time to dispose of it prior to being tackled. In that case, a free kick shall be awarded to the tackler for holding the ball.

25.18. The field umpire shall allow play to continue if the ball is knocked out of a player's hands by an opponent in the process of applying the wrap-around tackle.

25.19. A player, who is held by an opponent when not in possession of the ball, shall be awarded a free kick.

25.20. No player shall be deliberately dumped or thrown to the ground by a tackle.

25.21. There is strictly:

- NO knocking the ball out of an opponent's hands
- NO pushing the player in the side
- NO stealing the ball from another player
- NO bumping an opponent
- NO sling, pull or otherwise apply force when 'holding' a player.

#### **Ball-ups**

25.22. Field ball-ups are contested by 2 players of equal size selected by the umpire. Before the ball-up, the umpire should clear the area by sending players back to their positions.

25.23. A free kick will be awarded for non-compliance. Umpires should 'coach' the players to clear the immediate area.

#### **Smothering**

25.24. Deliberate smothering not permitted and free kick to nearest opponent. However, when smothering considered incidental (e.g. ball kicked into the person on the mark), play will continue.

#### **Barging**

25.25. No barging, fending off or chopping past opponents is permitted. A free kick shall be awarded to the nearest opponent.

#### **Shepherding**

25.26. Not permitted. A free kick shall be awarded to the nearest opponent.

#### **Distance Run & Bouncing the Ball**

25.27. A player running with the ball must bounce it within 10 metres. Only one bounce is permitted.

#### **Kicking off the Ground**

25.28. A player is not permitted to deliberately kick the ball off the ground. A free kick shall be awarded to the opposing team where this occurs.

#### **Interchange/Game time**

25.29. Interchange may take place at any time. All players must play at least  $\frac{1}{2}$  a game but it is strongly recommended that each player play at least  $\frac{3}{4}$  of the match where possible. Rotate players every quarter to provide opportunities in several positions, i.e. players to change from one zone to another and interchange on to the field. Equalise the teams and opponents as much as possible (match sizes, abilities).

#### **Water Carrier/s**

25.30. Water Carriers are not permitted in Modified Rules competitions.

## **26. Umpires**

### **Appointment of Umpires**

26.1. In all Modified Rules Competitions each Member Club shall supply one volunteer to co-umpire the games – two umpires in total. The Club Umpire must have completed the SMJFL provided training and, unless otherwise approved by the Chief Executive Officer, be at least 18 years old.

26.2. In all Other Competitions two Field Umpires shall be appointed by the SMJFL where possible. In Finals matches the SMJFL shall also appoint Goal Umpires and Boundary Umpires where possible.

### **Umpire Behaviour/Performance**

26.3. All umpires are required to sign and abide by the Umpires' Code of Conduct. Any breaches will be dealt with by the SMJFL who may refer any matter to the Tribunal.



26.4. Any feedback regarding umpire behaviour or performance must be submitted via the prescribed online form.

### **Availability of Umpires**

26.5. All Umpires must be at the ground at least thirty minutes before the official starting time of the match and must be on the field correctly attired at least five minutes before such starting time.

26.6. Where a Field Umpire is absent or unable to complete a match and another member of the current Umpires Panel is not available:

The teams involved may agree to appoint a substitute Field Umpire or Field Umpires who shall:

- officiate for the match; and
- have the power to lodge a Report against a player or Team Official; and
- award SMJFL best and fairest votes for the match.

26.7. If no substitute Field Umpire(s) can be agreed upon the match shall be abandoned and the matter referred to the Chief Executive Officer for a determination regarding allocation of premiership points.

26.8. A team head coach is not permitted to act as a Field Umpire.

### **27. Send-offs**

27.1. Players may be sent off by the umpire, in his/her discretion, for either one quarter (“yellow card offence”) or for the remainder of the match (“red card offence”).

27.2. Any player sent from the ground must have the reason for and duration of the send-off explained to them by the field umpire.

27.3. Players sent off are to exit the field of play via the interchange area. The Team Manager must then report to the Timekeeper, advising the player's name, number and the duration of the send-off. The send-off commences upon arrival at the Timekeepers' area by the Team Manager.

27.4. Play must not restart until such time as the player being sent off has left the ground through the interchange area; the clock does not stop.

27.5. The Timekeeper shall advise the Team Manager when the penalty time has expired.

27.6. A player sent from the ground for a yellow card offence shall not take any further part in the game for a period of one full quarter. They may not be replaced during this time.  
Example: where a player is sent off for a yellow card offence at the 16-minute mark of the second quarter the player would not be permitted to re-enter the ground or be replaced until the 16-minute mark of the third quarter.

27.7. A player sent from the ground for a red card offence shall not take any further part in the game and may not be replaced. A player receiving a red card may not participate in any other match within that round.

- 27.8. Yellow card offences are audible obscenity, unsportsmanlike behaviour or misconduct. All other reportable offences are red card offences.
- 27.9. Any player sent off twice in the same match is automatically suspended for one match.
- 27.10. After receipt of the details, the Chief Executive Officer reserves the right to upgrade any Yellow Card offence to a Red Card.
- 27.11. Any player who has been sent off two times in any 12-month period shall incur an automatic one match suspension regardless of and in addition to any further penalty that may be incurred by virtue of the incident leading to second send-off. Should that player be sent off any further times during that 12-month period, on each occasion the player shall incur an automatic one match suspension regardless of and in addition to any penalty that may be incurred by virtue of the incident leading to that send-off.

## **28. Reports**

### **Reports by Umpires**

- 28.1. An Umpire shall report any Player or Official who commits or engages in conduct which may constitute a Reportable Offence:
- During a match; or
  - On the day of the match and within immediate proximity of the ground where the match is being played.
- 28.2. All Umpires reporting players/officials must write details of the report on the Player/Official Report Form.
- 28.3. Any Reports by Umpires against players or officials must be lodged with the SMJFL by 8.00 pm on the day that the match is played and may be withdrawn by the person who made the Report at any time prior to the commencement of the Tribunal hearing.
- 28.4. After receipt of the details, the Chief Executive Officer reserves the right to downgrade any report to a Yellow Card offence.
- 28.5. The Team Managers must await receipt of their copies (“the copies”) and shall acknowledge receipt of same by signing the 4<sup>th</sup> copy of the Player/Official Report Form. The copies shall serve as official notice for the Tribunal Hearing and it shall be the responsibility of Member Clubs to have the reported person(s), advocate(s) and witnesses appear at the Tribunal at the appointed time of the Tribunal hearing.
- 28.6. It shall be the Team Manager’s responsibility to sign the completed Player/Official Report Form as soon as practicable after the conclusion of the match; however, the umpires should make every effort to ensure this occurs.
- 28.7. Distribution of Umpire Report Forms is as follows:
- 1st copy (white) to be retained by the Umpire;
  - 2nd copy (pink) to the Team Manager of the reported player or official’s team;
  - 3rd copy (yellow) to the Team Manager of the opposition’s team.

## **Additional Power to Report**

- 28.8. Members of the Umpiring Department shall have the power to report players, or officials in relation to an incident which they observe first-hand, except in relation to a match in which a club with which he or she is involved other than as a member of the Umpiring Department is taking part.
- 28.9. In addition to By-Law 28.8, the Umpiring Academy Manager or the Football Operations Department shall have the power to report players or officials in relation to an incident of which he or she becomes aware.
- 28.10. Reports pursuant to By-Laws 28.8 or 28.9 must be provided to the Chief Executive Officer no later than 5.00 p.m. on the next business day following the match at which the incident is alleged to have occurred.
- 28.11. Where a member club requests the Umpiring or the Football Operations Department review an incident where video footage is available, such footage must be provided to the Chief Executive Officer no later than 12.00 p.m. on the next business day following the match at which the incident is alleged to have occurred. In the case of a report being laid, the Chief Executive Officer will provide relevant footage to the applicable club.
- 28.12. Upon receipt of a report pursuant to By-Laws 28.8 or 28.9 the Chief Executive Officer must notify the Secretary of the reported player or official's Member Club of the report as soon as is practicable.
- 28.13. The Chief Executive Officer shall have the discretion to extend the time limit for lodging any Report.

## **29. Match Protest**

- 29.1. A member club may protest the match result, via the prescribed form, with the Chief Executive Officer no later than 12pm one business day after the match concerned. The Chief Executive Officer may extend this time limit at his or her absolute discretion.
- 29.2. A member club lodging a protest with the SMJFL shall pay a protest fee of 25 penalty units upon lodgement, which shall comprise the following:
- a 15 penalty units non-refundable administration fee.
  - a 10 penalty units bond which shall be returned to the Member Club upon finalisation of the matter, unless the protest was, in the opinion of the Chief Executive Officer, frivolous, vexatious or made in bad faith.
- 29.3. Where the 25 penalty units protest fee is not paid upon lodgement of the protest, no action in relation to the protest shall be taken Chief Executive Officer until such time as the protest fee has been received.

29.4. Upon receipt and consideration of a protest the Chief Executive Officer may deal with the matter in his or her absolute discretion including but not limited to awarding a forfeit to the opposition team

### **30. Complaints by Member Clubs**

30.1. All complaints by Member Clubs must be lodged, via the prescribed form, with the Chief Executive Officer no later than 12pm four business days after the match concerned. The Chief Executive Officer may extend this time limit at his or her absolute discretion.

30.2. A Member Club lodging a complaint with the SMJFL shall pay a complaint fee of 25 penalty units upon lodgement, which shall comprise the following:

- a 15 penalty units non-refundable administration fee.
- a 10 penalty units bond which shall be returned to the Member Club upon finalisation of the matter, unless the complaint was, in the opinion of the Chief Executive Officer, frivolous, vexatious or made in bad faith.

30.3. Where the 25 penalty units complaint fee is not paid upon lodgement of the complaint, no action in relation to the complaint shall be taken Chief Executive Officer until such time as the complaint fee has been received.

30.4. In the case of a complaint being referred to a Tribunal hearing which results in a player or official being found guilty, the club to which the guilty party belongs will be charged a 15 penalty units administration fee in addition to any fees set out in By-Law 30.2.

30.5. A complaint shall not be entertained by the SMJFL unless it has been investigated and endorsed by the Committee of the Member Club concerned.

30.6. Upon receipt and consideration of an official complaint the Chief Executive Officer may in his or her absolute discretion:

- Take no further action; or
- Refer the matter to mediation to be conducted in accordance with the AFL Victoria Member Protection Policy; or
- Appoint an Investigator to conduct an investigation in accordance with Appendix I – Investigations; or
- Offer a set penalty in accordance with By-Law 31.1 to a player or official: or
- Offer a penalty to a Member Club; or
- Recommend to the Board that the matter be “called in” and dealt with by the Board pursuant to the SMJFL Rules; or
- Refer the matter to a hearing by the Independent Tribunal

30.7. To assist with consideration of a Complaint, the Chief Executive Office may request further information from anyone directly or indirectly involved with matters pertaining to the Complaint.

30.8. Where a Member Club refuses to accept a Penalty offered Chief Executive Officer pursuant to By-Law 30.6 the matter shall be referred to and dealt with by the Independent Tribunal.

### **31. Set Penalties**

- 31.1. Players and officials who are the subject of a report or complaint may, at the Chief Executive Officer's absolute discretion, accept a Set Penalty rather than appear before the Tribunal in relation to a matter for which a Set Penalty is available. The availability and level of the Set Penalties shall be determined by the Board and is outlined in Appendix 2 – Set Penalties.
- 31.2. For the avoidance of doubt, the Chief Executive Officer may offer to reduce a Set Penalty based on the acceptance of such penalty.
- 31.3. For the avoidance of doubt, the Chief Executive Officer may refer a matter directly to the Tribunal.
- 31.4. For the avoidance of doubt, the Chief Executive Officer may offer a Set Penalty for an alleged breach of any By-Law or policy.
- 31.5. Any witness may provide information that may assist the Chief Executive Officer when making a decision on a possible set penalty. Any information must be received by no later than 12:00pm on the day after the match.
- 31.6. In addition to any period of suspension imposed pursuant to By-Law 31 the Chief Executive Officer may, in his or her absolute discretion, impose additional requirements upon a reported player or team official.
- 31.7. Where a player or official has previously been suspended during the current season to which the report relates, the player or official may, at the Chief Executive Officer's discretion, accept a penalty of no more than double the set penalty rather than appear before the Tribunal.
- 31.8. The Chief Executive Officer will make a decision on how a matter is to be handled as soon as practical after a match but will aim to provide the option of any set penalty to the club by 3:00pm on the day after the match.
- 31.9. The Secretary of a reported person's Member Club must, no later than 9:00am. on the Tuesday following the day of the report ("the notification deadline"), notify the Chief Executive Officer whether the reported person wishes to accept the set penalty.
- 31.10. Where a person chooses not to accept the set penalty the matter will be referred directly to the Tribunal.
- 31.11. Where a person chooses not to accept the set penalty and is subsequently found guilty of that or another other offence at the Tribunal the Member Club of the guilty party will be subject to a \$150 administration fee.

31.12. Unless otherwise agreed with the SMJFL, where a person does not respond to a set penalty offer by the deadline stipulated, the set penalty will be taken as accepted.

## **32. SMJFL Tribunal**

### **Appointment & Composition of the Tribunal**

32.1. The SMJFL shall appoint a panel of Tribunal Members consisting of such person or persons as the SMJFL shall from time to time deem fit (Tribunal Members).

32.2. The SMJFL will appoint Tribunal Members to conduct a Tribunal at its absolute discretion in accordance with this By-Law.

32.3. Subject to this By-Law the Tribunal shall, ordinarily, consist of three Tribunal Members but will sit with a minimum of two members.

32.4. A person shall not be appointed to a Tribunal if they:

- are a current member or official of one of the clubs involved in this tribunal, or
- are a SMJFL Board member, or SMJFL employee, or
- are a party to or in any way directly interested in a matter to be heard by the Tribunal, or
- otherwise has any relationship with any party to the matter such that that person is or may reasonably be seen not to be independent.

32.5. If a Tribunal Member becomes aware that he/she has a relationship with any party to the matter of a nature that they believe they may reasonably be seen not to be independent then they must withdraw from the Tribunal.

32.6. A person appointed as a Tribunal Member may be removed from the panel of Tribunal Members at the discretion of the Chief Executive Officer.

### **SMJFL Tribunal Powers**

32.7. The SMJFL Tribunal shall have power to:

- hear and determine any reports made by a member of the SMJFL umpiring department concerning conduct of a registered player or official before, during or after a football match controlled or authorised by the SMJFL; and
- hear and determine any other matter referred to it by the Board or Chief Executive Officer.

### **SMJFL Tribunal Procedure**

32.8. If the SMJFL determines to refer a charge to the Tribunal it shall:

- notify all persons who may be affected by the Tribunal's decision of the following matters:
  - i. the time, date and place at which the hearing will take place
  - ii. sufficient details of the allegations against the party charged to enable the party to prepare a response to the allegations

- iii. details of any documents or other evidence (e.g. video evidence) which will be relied upon at the hearing in support of the charge
  - iv. that the party may make written representations to the Tribunal and/or appear before the Tribunal to make submissions.
- 32.9. The charged person (through the Member Club) must, at least 24 hours prior to that stipulated in By-Law 32.8.i, notify the Chief Executive Officer:
- of the name and role of witnesses that person proposes to call (maximum of three); and
  - if the person will seek to adduce any other evidence (e.g. video evidence) at the hearing.
- 32.10. The reported person, the reporting official and (where applicable) the person alleged to have been offended against must each be represented by an advocate. The advocate must be familiar with all relevant By-Laws and must not have a Bachelor of Laws. The advocate must not be under suspension.
- 32.11. A parent/guardian of any reported person under 18 years of age shall be permitted to be present during the Tribunal hearing but shall remain silent unless called upon by the Chairperson.
- 32.12. Where the matter before the Tribunal is a charge referred by the SMJFL a representative from the SMJFL must attend to present all relevant evidence obtained by the SMJFL regarding the charge.
- 32.13. The Tribunal is not bound by the rules of evidence or by the practices or procedures applicable to courts of record but may inform itself as to any matter and in such manner it deems appropriate provided that the Tribunal adheres to the rules of natural justice.
- 32.14. Where a reported person seeks and is granted any deferral or adjournment of a Tribunal hearing, that person shall not be eligible to participate in any manner whatsoever in any football match controlled or authorised by the SMJFL or any association associated with AFL Victoria until such time as the hearing has concluded.
- 32.15. The Tribunal at its sole discretion may determine a matter before it in the absence of any parties.
- 32.16. Subject to this By-Law the Tribunal may make guidelines with respect to practice and procedure of hearings provided that such guidelines are not inconsistent with this By-Law. Any such guidelines are not binding on the Tribunal and any decision by the Tribunal will not be invalid by reason of a guideline not being followed.
- 32.17. Notwithstanding the above, the Tribunal may follow these procedures unless in all of the circumstances the Tribunal determines it is not practical to do so provided always that the principles of natural justice are observed:

- At the commencement of a hearing a Tribunal member or Tribunal chair must read out each charge.
- The person charged, if present, must be asked whether or not they plead guilty or not guilty.
- The parties must be invited to give to the Tribunal a summary of the matters on which they wish to rely.
- The Tribunal may require any witnesses who are not parties to the matter to go outside the hearing room until they are called upon to give evidence.
- Where the author of a document relied upon by a party is not present to be questioned about that document, the Tribunal may attach such weight as it seems appropriate to the document.
- The party may call evidence from a maximum of three witnesses that can be subject to questioning by the other party or members of the Tribunal. Where a witness is not present at the hearing either in person or via video link or other telecommunication method to be questioned about his or her evidence, the Tribunal may attach less weight to that evidence as it sees fit.
- Evidence may be given in person or by way of a telephone or video link.
- If video evidence is to be relied on then the Tribunal must view all of the relevant sections of that video evidence.
- Submissions made by the relevant parties to a hearing shall be considered by the Tribunal at its discretion.

At the completion of evidence:

- The parties will leave the hearing room if requested by the Tribunal.
- The Tribunal will consider all the evidence and submissions made during the hearing and make a determination on the balance of probabilities with respect to whether or not the charge or charges of matter have been proven.
- The Tribunal may determine that the party charged is guilty of the offence charged but at a lesser grading or is guilty of a different offence provided that if the Tribunal considers a different offence may have been committed it must give the party charged an opportunity to put any evidence in relation to that different offence that it wishes to.
- Where the Tribunal is constituted by three persons then it will be sufficient for a majority of those persons to agree on the decision.
- Where the Tribunal is constituted by two persons the Chairperson shall have a casting vote.

## **Penalties and Sanctions**



- 32.18. If the Tribunal find that the charge or charges have been proved then prior to imposing any penalty or sanction it must invite the parties to make submissions to the Tribunal at that point of the hearing on question of what penalty or sanction, if any, ought to be imposed.
- In addition, the SMJFL or its representatives may make submissions to the Tribunal at that point of the hearing on the question of what penalty or sanction, if any, ought to be imposed.
- 32.19. The Tribunal may have regard to any matters which it considers relevant to the question of penalty and, without limitation, may consider:
- The seriousness of the conduct with which the party is charged or found guilty of by the Tribunal;
  - Any loss or damage sustained or likely to be sustained by any party including but not limited to the SMJFL arising from the conduct;
  - Evidence of the Tribunal history of the person charged;
  - Insofar as they are relevant, the objectives of the SMJFL Rules.
- 32.20. After submissions have been made the parties shall leave the hearing rooms and the Tribunal shall consider its verdict on the question of penalty. Unless the Tribunal is unable to reach a decision within a reasonable time it shall announce such a decision to the parties on the day of the hearing. Where that is not possible the SMJFL shall advise the parties of the Tribunal's decision as soon as practicable following the Tribunal hearing. Without imposing any binding obligation on the Tribunal, it is expected that in most cases the Tribunal will announce its decision on the day of the hearing.
- 32.21. Where, at the hearing or before or after it, a party conducts itself in a manner which the Tribunal considers is in contempt of or shows contempt for the Tribunal the Tribunal may impose a fine on such a party in addition to any other penalty or sanction handed down by the Tribunal.
- 32.22. The Tribunal is not obliged to give reasons for any decision made by it.
- 32.23. The Tribunal may impose, in its own absolute discretion, any one or more of the following penalties or outcomes on such terms as it sees fit:
- Suspension;
  - A fine;
  - A reprimand or caution;
  - A suspended penalty;
  - Deduction of points;
  - Compulsory attendance at a course or courses of education or rehabilitation, providing that the SMJFL has received professional advice regarding the efficacy of the proposed attendance, on such terms as the Tribunal sees fit; and

- Any such other sanction of penalty as the Tribunal sees fit.

32.24. Where any person has been offered a set penalty and elects to have the matter determined by the SMJFL Tribunal and is found guilty of the charge, the minimum penalty that the SMJFL Tribunal must impose is a suspension of no less than the base penalty that was offered.

### **Suspensions**

32.25. A suspension from a match is a ban on taking part in a match in any capacity, which includes but is not limited to participating in any capacity as an official, entering the team bench area. In addition, any Official suspended must not enter the change rooms.

32.26. A suspension must be served in consecutive fixtures for which the person is eligible at the grade at which the incident giving rise to the suspension occurred.

32.27. The person must not participate in any other SMJFL competition until the suspension has been served.

32.28. A list of suspensions will be published on the SMJFL website with the following details:

- For under 18:
  - i. Club, Age Group, Division, Round, Offence & Penalty
- For those 18 or above:
  - i. Club, Age Group, Division, Round, Offence, Offender Role, Offender Name & Penalty

Details will be removed from the SMJFL website at the conclusion of the season in which the suspension has been served.

32.29. If a match is postponed prior to its commencement, such match will not be classified as a match served under a suspension.

32.30. A match which is abandoned after commencement, or forfeited, shall count as a match served under suspension unless either:

- Any club or team to which the suspended person belongs was responsible for the facts that led to the abandonment or forfeit; or
- An incident leading to the abandonment or forfeit of the fixture is referred to the Tribunal.

### **33. SMJFL Appeals Board**

33.1. Subject to this By-Law only the following parties may appeal a determination of a Tribunal (save for By-Law 33.2):

- a player who has been suspended by the Tribunal for more than two matches; or
- an official who has been suspended by the Tribunal for more than four matches; or
- in any event or circumstance, the Chief Executive Officer

- 33.2. A party the subject to a determination of the Tribunal who does not appear at the hearing of the Tribunal shall have no right of appeal unless such no-appearance is due to an exceptional circumstance such as health, accident, death or other extraordinary situation accepted by the Chief Executive Officer at his or her absolute discretion. The onus to establish such exceptional circumstances shall be on the party who did not appear at the hearing of the Tribunal. Work and sport related commitments shall not ordinarily be deemed an exceptional circumstance.
- 33.3. The SMJFL shall establish an Appeals Board to hear appeals under this By-Law or appeals allowed under any other SMJFL By-Laws, Rules or Policies. The Appeals Board shall be constituted by such persons as the Chief Executive Officer sees fit.

### **Time and Notice of Appeal**

- 33.4. An appeal by a Member Club shall be brought:
- no later than two business days after the notification of the Tribunal decision
  - by lodging the duly completed prescribed form with the Chief Executive Officer and payment of \$400 appeal fee.
- 33.5. The Notice of Appeal shall specify:
- the grounds of appeal against the finding made by the Tribunal; and or
  - whether the appeal is against the severity of the penalty or outcome imposed by the Tribunal
  - such other details as set out in the relevant form
- 33.6. An Appeal by the Chief Executive Officer shall be brought:
- in any event or circumstance
  - by lodging the duly completed prescribed form with Chairperson of the SMJFL Board.
- 33.7. Upon receipt of the Notice of Appeal the SMJFL shall
- fix a date, time and place for the hearing of the appeal as soon as practicable; and
  - advise all parties interested in the appeal in writing of these particulars.

### **Appeal Hearing**

- 33.8. The provisions of By-Law 32 shall apply to the appointment, composition and procedures of the Appeals Board with such modifications as are necessary as thought a reference to 'Tribunal' therein was a reference to 'Appeals Board'.
- 33.9. At the hearing the Appeals Board shall have no power to reduce a penalty but may make a finding that the offence(s) has/have not been proven in which case:
- it may order that some or all of the appeal fee less a \$200 administration fee be refunded.
  - in the case of a penalty make one or more of the following findings:

- i. offence has been proven as charged
  - ii. offence has been proven at a different severity level, in which case:
    - A. the Appeals Board may impose any sanctions as it sees fit
  - iii. a different offence has been proven, in which case:
    - A. the Appeals Board must impose or confirm the relevant maximum set penalty for that offence.
    - B. in addition it may, in its discretion, increase the set penalty or impose any additional sanctions as it sees fit.
    - C. on a matter without a specified set penalty, impose any penalty as it sees fit.
- 33.10. If the Appeals Board considers a different offence may have been committed it must give the charged party an opportunity to put any evidence and/or submissions in relations to that different offence.
- 33.11. Where a reported person unsuccessfully appeals a determination of the SMJFL Tribunal, an automatic loading of two weeks suspension shall be added to the penalty that was imposed by the Tribunal.

#### **34. SMJFL Awards**

- 34.1. Each season the SMJFL shall make available awards for the top three players in the Best and Fairest in each division of each age group from under 11 to under 17 ½ mixed/boys and the under 14 to under 18 girls on the basis of votes cast by the Field Umpires after the first 4 rounds of the season.
- 34.2. The Field Umpires shall allocate three votes for the best and fairest player, two votes for the second best and fairest player and one vote for the third best and fairest player in each match.
- 34.3. The Field Umpires shall cast their votes at the completion of each match on their hard copy Competition Match Report. The umpire shall submit the Competition Match Report Form online by 8.00 p.m. on the day of the game.
- 34.4. No individual person, other than the field umpire shall be entitled to sight the Field Umpires votes for any purpose.
- 34.5. At the conclusion of the home and away series, the player receiving the greatest number of votes in each grade shall be declared the winner. The player receiving the next greatest number of votes shall be declared the runner up.
- 34.6. Where a player has been found guilty of an offence in the home and away season, either by the Independent Tribunal or the Appeals Board or by accepting a set penalty pursuant to By-Law 31, the player shall be ineligible for an award in the year in which the offence occurred.

34.7. Where a player has been found guilty of an offence in a finals match, either by the Tribunal or Appeals Board or by accepting a set penalty pursuant to By-Law 31, the player shall be ineligible for an award in the following year to when the offence occurred.

### **35. Fees, Fines and other Payments**

35.1. Each Member Club shall pay such annual or other fees, fines or levies as determined by the Board and such payments shall not be made later than thirty days from the date of notification.

35.2. A Member Club that has not paid an outstanding SMJFL invoice in full within forty-five days of the date of the invoice will be charged a late fee of 2% per month, or part thereof, the invoice total.

35.3. A Member Club that has any monies outstanding will not be eligible to participate in Finals. Full payment of all monies outstanding must be made at least 14 days prior to the date of the Club's next Finals match.

35.4. Member Clubs may be required to lodge a bond as determined by the Board against late payment of accounts and should any accounts not be paid within the period specified above such bond shall be forfeited.

35.5. The amount of all fines for offences shall be determined annually by the Board, and shall be listed in Appendix 3 – Fines.

35.6. All fees, fines and other payments are listed exclusive of GST.

#### **Penalty Units**

35.7. The value of one Penalty Unit is AUD\$10.00.

#### **SMJFL Monies Received by Clubs**

35.8. All monies received by Member Clubs on behalf of the SMJFL must be remitted to SMJFL accounts ([accounts@smjfl.com.au](mailto:accounts@smjfl.com.au)) within seven days.

#### **Expenses not Authorised**

35.9. No Member Club or person shall commit the SMJFL to any expense unless authorised by the Board to do so.

### **36. Insurance**

36.1. The SMJFL will not accept liability for injury to any player, official or spectator and recommends that all players be covered by some form of insurance.

36.2. All Member Clubs must subscribe to and pay the compulsory insurance levies as set out in the SMJFL Club Fees document.

### **37. Media Comment**

- 37.1. A Member club or its members must not make any derogatory comment(s) to the media or in any public forum whether verbally or in writing (including any form of electronic communications & social media) about the League, its members or the performance of Umpires. Any such complaints should be made in writing to the Chief Executive Officer.
- 37.2. Any breaches of By-Law 37.1 shall be dealt with at the absolute discretion of the Chief Executive Officer.

## **38. Smoking and Consumption of Alcohol**

### **Alcohol**

- 38.1. Consumption of alcohol by any person in any form at a ground (including surrounding areas) or building during SMJFL scheduled matches is strictly prohibited and will be dealt with at the discretion of the Chief Executive Officer. The consumption of alcohol during training sessions is strongly discouraged.

### **Smoking**

- 38.2. On 1 April 2014, several changes to the Tobacco Act 1987 (the Act) were made. Smoking is now banned in areas commonly used by children and young people for recreational and sporting activities including at or within 10 metres of a sporting venue that is an outdoor public place during an organised underage sporting event, including training or practice sessions and during breaks or intervals in play. Further information can be found on the SMJFL website. Offending Clubs are liable to a fine.

## **39. Amendment of By-Laws**

- 39.1. These By-Laws may only be amended, altered or varied by the Board in its absolute discretion.
- 39.2. Where a Member Club seeks to have these By-Laws amended, altered or varied, such Member Club shall forward to the Chief Executive Officer a written proposal on club letterhead outlining the proposed amendment, alteration or variation together with the reasons for which it is sought.
- 39.3. The Chief Executive Officer shall table at the next following meeting of the Board the written proposal, and the Board shall then act upon it as it sees fit.

## **40. AFL Victoria Policies/Guidelines**

- 40.1. The following AFL Victoria Policies/Guidelines shall form part of these By-Laws:
- [Gender Regulation Policy](#)
  - [Deregistration Policy](#)
  - [Anti-Doping Code](#)
  - [Infectious Diseases Policy](#)

- [Vilification Policy](#)
- [Member Protection Policy](#)
- [National Risk Protection Program](#)
- [National Player Transfer Regulations](#)
- [Sports Trainers in Community Australian Football Policy](#)
- [Coaches Code of Conduct](#)
- [Extreme Weather Policy](#)

These policies can be viewed on the AFL Victoria website: <http://www.afvic.com.au/>

#### **41. Conduct of Board Members**

41.1. Board members shall at all times conduct themselves in accordance with the [Code of Conduct](#) and [Terms of Reference](#) available on the SMJFL website, the content of which is expressly incorporated into these By-Laws.

## **42. Appendix I – Investigations**

The Chief Executive Officer may appoint an Investigator to investigate any matter where the Chief Executive Officer in his or her absolute discretion is of the view that an Investigation is warranted.

1. Member Clubs must make such persons (including Players and Team Officials) as the Investigator requires available for interview by the Investigator. Forty-eight hours' notice of such requirement must be given unless otherwise agreed.
2. Member Clubs must provide to the Investigator such other information including documents as the Investigator requests. Forty-eight hours' notice of such request must be given unless otherwise agreed.
3. A Member Club, registered player or Team/Match Official who does not comply with any reasonable request of the Investigator or does not make information available upon request or otherwise does not fully cooperate with the Investigator may be dealt with by the Chief Executive Officer in his or her absolute discretion.
4. After investigating the matter the Investigator shall provide to the Chief Executive Officer all relevant documents and a written report setting out the results of his or her investigation including the Investigator's opinion as to whether the matter should be dealt with further.
5. The Investigator should investigate with an open mind and any doubt regarding the events being considered must go in favour of the investigated player, team official or Member Club.
6. Upon receipt and consideration of the Investigator's report the Chief Executive Officer may in his or her absolute discretion:
  - Take no further action; or
  - Refer the matter to mediation to be conducted in accordance with the AFL Victoria Member Protection Policy; or
  - Offer a set penalty in accordance with By-Law 31 to a player or official; or
  - Offer a penalty to a Member Club; or
  - Recommend to the Board that the matter be "called in" and dealt with by the Board pursuant to the SMJFL Rules; or
  - Refer the matter to a hearing by the Independent Tribunal; or
  - Deal with the matter in any other manner in which he or she deems appropriate; and such a decision shall be at the absolute discretion of the Chief Executive Officer and not be capable of review by any party.
7. The Chief Executive Officer in considering the Investigator's report is not bound by the opinion of the Investigator.
8. The Investigator may act as an SMJFL representative in accordance with By-Law 32.12.



### 43. Appendix 2 – Set Penalties

The following tables and definitions are utilised by the Chief Executive Officer in the review of incidents and application of appropriate penalties. Whilst the below will be used to assist the process, it is acknowledged that all incidents occur in a unique set of circumstances and the Chief Executive Officer may elect to utilise his or her discretion when determining what Set Penalty to offer.

#### Category 1 – Verbal Offences and Offensive Gestures

For any incident report received involving the use of offensive language and/or gestures, the following table may be used to classify the severity of the offence. This category may also be assigned to address offenses not captured by other categories (e.g. time wasting, staging, shaking of goal posts etc).

Conduct	Level	Base Sanction	Early Guilty Plea
Threat	High	5 Matches	4 Matches
	Medium	4 Matches	3 Matches
	Low	3 Matches	2 Matches
Abuse	High	4 Matches	3 Matches
	Medium	3 Matches	2 Matches
	Low	2 Matches	1 Match
Other	High/Medium/Low	1 Match	Reprimand

#### Category 2 – Physical Contact Offences

For incidents involving physical contact between players or officials or attempts at prohibited contact, the following table may be used to classify offences.

Conduct	Level	Contact	Base Sanction	Early Guilty Plea
Intentional	Severe	All	Tribunal	N/A
	High	High/Groin	Tribunal	N/A
		Body	3 Matches	2 Matches
	Medium	High/Groin	3 Matches	2 Matches
		Body	2 Matches	1 Match
	Low	High/Groin	2 Matches	1 Match
Body		1 Match	Reprimand	
Careless	Severe	All	Tribunal	N/A
	High	High/Groin	3 Matches	2 Matches
		Body	2 Matches	1 Match
	Medium	High/Groin	2 Matches	1 Match
		Body	1 Match	Reprimand
	Low	High/Groin	1 Match	Reprimand
Body		1 Match	Reprimand	

**Conduct (Intentional OR Careless)**

Intentional conduct: A Player intentionally commits a Classifiable Offence if the Player engages in the conduct constituting the Reportable Offence with the intention of committing that offence. For example, a strike will be regarded as Intentional where a Player delivers a blow to an opponent with the intention of striking them.

Careless conduct: A player's conduct will be regarded as Careless where it constitutes a breach of the duty of care owed by the Player to all other Players. Each Player owes a duty of care to all other players, Umpires and other persons (as applicable) not to engage in conduct which will constitute a reportable offence being committed against that other Player, Umpire or other person (as applicable). In order to constitute such a breach of that duty of care, the conduct must be such that a reasonable Player would not regard it as prudent in all the circumstances. Further, a Player will be careless if they breach their duty to take reasonable care to avoid acts which can be reasonably foreseen to result in a Reportable Offence.

### **Determination of Impact (Low, Medium, High or Severe)**

In determining the level of impact, the following will be considered:

1. The extent of the force and in particular, any injury sustained by the player who was offended against.
2. Potential for injury.

For example – striking to the head:

- Low – very minimal force, no laceration and victim player continues to participate in the match unaffected
- Medium – laceration or victim player dazed by contact
- High – victim player affected for an extended period of time (or takes no further part in the match) and/or low-level concussion apparent or indicated post-match
- Severe – victim is immediately unconscious, serious injury and takes no further part in the match

### **Contact (High/Groin, Body)**

High contact is not limited to contact to the head and includes contact above the shoulders. Contact to the groin includes contact to the crease or hollow at the junction of the inner part of each thigh with the trunk together with the adjacent region and including the testicles. Contact shall be classified as High or to the groin where a player's head or groin makes contact with another player or object such as the fence or the ground as a result of the actions of the offending player. By way of example, should a player tackle another Player around the waist and as a result of the tackle, the tackled Player's head made forceful contact with the fence or the ground the contact in these circumstances would be classified as High, even though the tackle was to the body.

#### 44. Appendix 3 – Fines

<b>Breach</b>	<b>Penalty</b>
Forfeit - On Day of Match	Full Umpires Fees Plus 10 penalty units
Forfeit – after 12pm Thursday before Match Day	5 penalty units
Unacceptable Behaviour of Team Bench Officials	20 penalty units (With option of fronting the Tribunal)
Unacceptable Behaviour of Officials Not on the Bench	20 penalty units
Non-Attendance at Compulsory Meetings	10 penalty units
No Umpire Escort at stated times	5 penalty units
Officials incorrectly attired (per official)	2 penalty units
Players incorrectly attired (per player)	1 penalty unit
Late Start at Each Given Time ¼, ½, & ¾ Time	2 penalty units
Incorrect Team Sheet (hard copy - Name, Signature or not ruled through)	2 penalty units
Incorrect Updating of Team Sheet on Competition Match Report	2 penalty units
Home Team Fails to Enter Scores 8pm on match day	3.5 penalty units
Failure for Team to Update Team List by 8pm match day	2 penalty units
Failure of Team Manager Not Signing "Match Report" After Game	3.5 penalty units
Any Required Paperwork Received by SMJFL after stipulated time	3.5 penalty units
Any required changes to match statistics after 8pm match day	2 penalty units
Goal Posts Not Padded (At Start of Each Game)	3.5 penalty units
Failure to provide SMJFL approved match footballs	8 penalty units
Failure to provide stretcher	5 penalty units
Failure to provide Team and Match Officials	5 penalty units
Failure for Club Umpires (Home Team) to submit Competition Match Report Form online	3.5 penalty units
Displaying scoreboard at Modified Rules game (except U12 Girls)	5 penalty units
Coach not accredited (per coach)	10 penalty units
Other	As the Chief Executive Officer deems appropriate

## **45. Appendix 4 – Player Movement & Finals Qualification Policy**

### **1. Under 8 to under 10 mixed and under 10 girls**

- I.1. Where a Member Club has multiple teams in the above age groups, free movement of players across teams within each age group shall be permitted throughout the season.
- I.2. Save with the approval of the Chief Executive Officer (which approval is at the absolute discretion of the Chief Executive Officer), a player may only play in one game per round in a particular age group.
- I.3. For the purpose of the Lightning Carnival, a player shall only be permitted to play in the team in which they played the majority of games throughout the season.

### **2. All Other Competitions and under 12 girls**

- 2.1. The purpose of this policy is:
  - a) to provide Member Clubs who field multiple teams in a particular age group with flexibility in player selection, particularly in rounds where a number of players from a particular team are unavailable; and
  - b) to provide players in lower ranked competitions the opportunity and incentive to strive to play in a higher ranked competition.
- 2.2. The following player movement restrictions apply:
  - (i) Once a player has played a total of six matches in any higher ranked competitions (including U19s and/or Seniors) they are unable to play in a lower ranked competition for the remainder of the season (including finals).
  - (ii) When a higher ranked team has a bye or a forfeit, no player who has played in that team in the previous round will be permitted to play in a lower ranked competition unless that player has played more games in the lower ranked competition.
  - (iii) Subject to these By-Laws, a player may play in no more than two games per round.
- 2.3. All Member Clubs are required to adhere to the spirit of this policy by bearing in mind the above purposes and not using the policy as a means of “stacking” teams in order to win matches. If the Chief Executive Officer is not satisfied that a Member Club has adhered to the spirit of the policy he or she may, at his or her absolute discretion, award a forfeit to the opposition team.
- 2.4. Where a Member Club has more than one team in the same division at the start of the season, the team that is higher on the ladder after round 4 will be deemed to be the higher ranked team for the remainder of the season.
- 2.5. To qualify for finals in a particular team a player must:

- a) play in at least four home and away matches with that particular team or a lower ranked team; and
  - b) satisfy clause 2.2. of this policy.
- 2.6. In the case of a player qualifying in a lower ranked team (not having played 4 games for the higher ranked team), they may only play in finals if the team has no more than the following players on the team sheet:

Age Group	Player Number
U12 Girls	14
U14 & U16 Girls	17
U11 – U13 Mixed	20
U14 Mixed, U15 – U17 Boys & U18 Girls	21

- 2.7. A player may only play in one finals match per competition (girls' competitions are considered to be separate from the mixed/boys), per round.
- 2.8. A player is ineligible for a particular team once they play a finals match in a higher ranked team.
- 2.9. By way of clarification, a player's record in terms of the player movement policy, is moved with any team that has been re-graded. i.e. if a player has played 4 games in U13 Div 1 but the team has moved to U13 Div 2 his/her record (for player movement purposes) is 4 games in U13 Div 2.
- 2.10. The Chief Executive Officer (at his or her absolute discretion) may provide an exemption for any of the clauses in this policy. Exemption requests must be submitted via the prescribed form no later than 12pm on the business day prior to the match. Late requests may be considered and will be subject to a two penalty unit administration fee.
- 2.11. For the purposes of this policy, girls' competitions are considered to be separate from the mixed/boys. Competitions/teams are ranked as follows:

#### Mixed/Boys

Age	Division	Ranking
Senior*	Any	1
U19*	Any	2
U17	Div 1	3
U17	Div 2	4
U17	Div 3	7
U17	Div 4	8

U16	Div 1	5
U16	Div 2	6
U16	Div 3	11
U16	Div 4	12
U15	Div 1	9
U15	Div 2	10
U15	Div 3	15
U15	Div 4	16
U15	Div 5	17
U14	Div 1	13
U14	Div 2	14
U14	Div 3	20
U14	Div 4	21
U14	Div 5	22
U13	Div 1	18
U13	Div 2	19
U13	Div 3	24
U13	Div 4	25
U13	Div 5	27
U12	Div 1	23
U12	Div 2	26
U12	Div 3	28
U12	Div 4	30
U12	Div 5	31
U12	Div 6	32
U11	Div 1	29
U11	Div 2	33
U11	Div 3	34
U11	Div 4	35
U11	Div 5	36
U11	Div 6	37
U11	Div 7	38

Girls

Age	Division	Ranking
Senior*	Any	I

Under 18	Div 1	2
Under 18	Div 2	3
U16	Div 1	4
U16	Div 2	5
U14	Div 1	6
U14	Div 2	7
U12	Div 1	8
U12	Div 2	9

\*Note, refers to any competitions run by an AFL Victoria affiliated league.

Any changes/additional to the above will be communicated to clubs and updated in these By-Laws as soon as practically possible.

## **46. Appendix 5 – Resolution of Issues within Member Clubs**

### **1. Policy**

The SMJFL requires that all issues arising within Member Clubs are resolved to the satisfaction of the members and Committees of those Member Clubs in a timely fashion. Accordingly, the following issue resolution procedures have been developed to enable this objective to be fulfilled. All members have a responsibility to participate in reasonable actions to resolve issues. The procedures below detail the level of involvement for expediting issue resolution.

### **2. Procedure**

2.1. Any person wishing to raise an issue shall do so as follows:

If the issue is...	Then, raise it with...
Football or team related	Team Manager or coach
General in nature	Committee Member

2.2. Where the initial parties cannot resolve the issue, the Team Manager should refer the matter to the Member Club's Committee through the Football Manager, President or Secretary as soon as possible.

2.3. In attempting to resolve the issue, all parties should take into account the following factors:

- the extent of the issue i.e. is it likely to have a wider effect within the Member Club.
- the number of players or teams affected.
- whether appropriate temporary measures are possible or desirable.
- the expected time before the issue can be addressed.
- what resources may be needed to resolve the issue.

2.4. The consent of the Member Club's Committee must be obtained before any external parties are involved in the resolution of the issue. Only the Member Club President is authorised to make public statements on behalf of the Club.

2.5. The Team Manager and/or Coach may at any time call on Committee Members for assistance.

2.6. Any football or team related issue reported to the Member Club's Committee, where the Team Manager and/or Coach has not been given the initial opportunity to resolve any such issue, will be referred back to the Team Manager/Coach.

2.7. All persons must take reasonable actions to avoid situations that could cause serious injury or harm to health of players, officials or the public. If any hazard is identified the Committee are to be informed as soon as possible.



## **47. Appendix 6 – Compliance with Codes of Conduct**

All Members of the South Metro Junior Football League shall adopt Member specific codes and the South Metro Junior Football League encourages Members to be vigilant in enforcing such codes whether via support for those who constantly abide by the codes and/or harsh penalties for those who fail to act in accordance with the codes.

### **SMJFL Codes of Conduct**

The SMJFL has also adopted the following codes of conduct for officials and administrators.

#### **Umpires**

Member Club umpires are required to sign the SMJFL Umpire Code of Conduct and participate in SMJFL approved umpire training program prior to the commencement of umpiring duties.

#### **Coaches**

Coaches are required to sign the AFL Code of Conduct as part of the Foundation Level Accreditation process.

#### **Parents and Supporters**

- Remember that you are there for the participants to enjoy the game.
- Encourage participation, but don't force it.
- Teach that enjoyment is more important than winning.
- Never ridicule mistakes or losses – supporters are there to support not downgrade.
- Lead by example and respect all players, coaches, umpires and spectators – physical or verbal abuse will not be tolerated.
- Recognise all volunteers who are giving up their valuable time.
- Never publicly criticise umpires – raise personal concerns with club officials in private.
- Do not use ugly remarks based on race, religion, cultural background, gender, sexuality, appearance, disability or football ability – you'll let down your coach, teammates and family if you do – & many such comments are now illegal.

By registering their child with the SMJFL parents agree to abide by these principles and support their Member Club in its undertakings and authorise their Member Club to take any necessary disciplinary actions including the suspension and banning where warranted of any players, parents and or spectators for repeated or serious breaches of these Codes of Conduct.

#### **Players**

- Play by the rules – the rules of your club and the laws of the game.
- Never argue with an umpire or other official – without these people, you can't play football.

- Control your temper - verbal abuse of officials and sledging other players doesn't help you enjoy or win any games.
- Be a team player – It's a team game, treat it that way.
- Treat all players as you would like to be treated – fairly.
- Co-operate with your coach, the umpires and team-mates.
- Play for your own enjoyment & to improve your skills.
- Do not use ugly remarks based on race, religion, cultural background, gender, sexuality, appearance, disability or football ability – you'll let down your coach, team-mates and family if you do – & many such comments are now illegal.

### **Officials**

- Place the safety and welfare of the players above all else.
- Ensure all players are included and can participate, regardless of their race, religion, cultural background, gender, sexuality, appearance, disability or football ability.
- Be consistent, impartial and objective when making decisions.
- Address unsporting behaviour and promote respect for other players and officials.

### **Administrators**

- 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.

## **48. Appendix 7 – Social Media Policy**

### **1. Introduction**

For the purpose of this policy, SMJFL Members means: SMJFL Member Clubs, staff, officials, players and any other volunteers.

Social media offers the opportunity for people to gather in online communities of shared interest and create, share or consume content. As a member - based organisation, the SMJFL recognises the benefits of social media as an important tool of engagement and enrichment for the league, its clubs and associated members.

The SMJFL and its Member Clubs and associated members are expected to behave and express themselves appropriately, and in ways that are consistent with the SMJFL's values and policies.

### **2. Purpose**

This policy aims to provide some guiding principles to follow when using social media. The intent of this policy is to include anything posted online where information is shared that might affect members, colleagues, clients, sponsors or the SMJFL as an organisation and bring the organisation into disrepute.

### **3. Scope**

This policy applies to all SMJFL Members or any individual representing themselves or passing themselves off as being a member of the SMJFL.

This policy covers all forms of social media. Social media includes, but is not limited to, such activities as:

- Maintaining a profile page on social or business networking sites (such as LinkedIn, Facebook, Shutterfly, or Twitter);
- Content sharing include Flickr (photo sharing) and YouTube (video sharing);
- Commenting on blogs for personal or business reasons;
- Personal and corporate websites
- Leaving product or service reviews on retailer sites, or customer review sites;
- Taking part in online votes and polls;
- Taking part in conversations on public and private web forums (message boards); or
- Editing a Wikipedia page.

## **4. Guiding Principles**

The web is not anonymous. SMJFL Members should assume that everything they write can be traced back to them. It is important that SMJFL Members think of the web as a permanent record of online actions and opinions.

The boundaries between a member's profession, volunteer time and social life can often be blurred. It is therefore essential that members make a clear distinction between what they do in a professional capacity and what they do, think or say in their capacity as an SMJFL Member.

When using the Internet for professional or personal pursuits, all SMJFL Members must respect the SMJFL's intellectual property and follow the guidelines in place to ensure the intellectual property or its relationships with sponsors and stakeholders is not compromised, or the organisation is brought into disrepute.

### **4.1 Usage**

For SMJFL Members using social media, such use:

- Must not contain, or link to, libellous, defamatory or harassing content. This also applies to the use of illustrations or nicknames;
- Must not comment on, or publish, information that is confidential, defaming, insulting or in any way sensitive to the SMJFL, its affiliates, partners or sponsors; and
- Must not bring the SMJFL into disrepute.

SMJFL Members may not use the SMJFL brand (see 5.0 below) to endorse or promote any product, opinion, cause or political candidate unless directed as part of their role; and it must be abundantly clear to all readers that any and all opinion shared are those of the individual, and do not represent or reflect the views of the SMJFL.

### **4.2 Official SMJFL websites, social pages and online forums**

When creating a new website, social networking page or forum for staff/club member use, care should be taken to ensure the appropriate person has given written consent to create the page or forum. The SMJFL will keep a record of such permissions. Similarly, appropriate permissions must be obtained for the use of logos or images. Images of minor children may not be replicated on any site without the written permission of the child's parent and/or guardian.

For official SMJFL websites, blogs, social pages and online forums:

Posts must not contain, nor link to, pornographic or indecent content;

Some hosted sites may sell the right to advertise on their sites through 'pop up' content which may be of a questionable nature. This type of hosted site should not be used for online forums or social pages as the nature of the 'pop up' content cannot be controlled; SMJFL employees must not use SMJFL online pages to promote personal projects; and

All materials published or used must respect the copyright of third parties.

### **4.3 Consideration towards others when using social networking sites**

Social networking sites allow photographs, videos and comments to be shared with thousands of other users. SMJFL Members must recognise that it may not be appropriate to share photographs, videos and comments in this way. For example, there may be an expectation that photographs taken at a private football event will not appear publicly on the Internet unless permission is given. In certain situations, SMJFL Members could potentially breach the Privacy Act or inadvertently make the SMJFL liable for breach of copyright.

SMJFL Members should be considerate of others in such circumstance and should not post information when they have been asked not to or consent has not been sought and given. They must also remove information about another person if that person asks them to do so.

Under no circumstance should offensive comments be made about SMJFL Members online.

### **5. Breach of Policy**

The SMJFL continually monitors online activity in relation to the organisation and SMJFL members. Detected breaches of this policy should be reported to the SMJFL.

If detected, a breach of this policy may result in disciplinary action from the SMJFL. A breach of this policy may also amount to breaches of other SMJFL policies and will be dealt with in accordance with the SMJFL Rules and By-Laws at the discretion of the Chief Executive Officer.

Where a breach of this policy is sustained at the SMJFL Tribunal, the Tribunal may impose such a penalty as it deems appropriate in the circumstances, including suspension or fine.

### **6. Consultation or Advice**

This policy has been developed to provide guidance for SMJFL members and staff. SMJFL members or staff who are unsure of their rights, liabilities or actions online should seek clarification from the Chief Executive Officer.