

BLACKBURN



FOOTBALL CLUB



Blackburn Football Club Juniors

Policies 2018

Introduction

The Blackburn Football Club provides an opportunity for the youth of Blackburn and the surrounding suburbs to play football in a safe and enjoyable environment.

Our aim is

- To provide the best football experience for junior players and their supporters.

We have a strategy which is designed to achieve this. The strategy is built around four key themes:

- Participation
- Development
- Governance
- Community

Underpinning all of this are our core values:

- Fun
- Fairness
- Respect
- Commitment
- Sportsmanship

The Club has developed a set of policies that are designed to reinforce these values and ensure that the Club continues to develop as one of the best clubs in the Eastern Football League.

The policies are designed to ensure the Club deals with various matters in a fair and transparent way. By registering to play with the Blackburn Football Club a player, along with his/her parents, guardians and supporters agree to abide by the Club's Policies. In accepting their various positions, all coaches, team officials and Club officials agree to abide by the policies.

Any variation to the policies requires the approval of the Executive Committee.

While the policies provide a comprehensive management framework, it is possible that matters may arise which are not covered by existing policies. Such matters or any suggestions regarding the policies should be referred to the Club Secretary.

Peter Parker

President

Blackburn Football Club - Juniors

Blackburn Football Club – Juniors Policies 2017

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1 The Blackburn Football Club

Blackburn Football Club Juniors seeks to provide an opportunity for the youth of our area to participate in Australian Rules Football in a safe and enjoyable environment.

1.1 Blackburn Football Club

Blackburn Junior Football Club is part of the Blackburn Football Club.

The Club has a long and proud history, playing its first games in the 1890's on the same ground we play on today: Morton Park. The Club had its first Annual General Meeting in 1903 and won its first premiership in 1922.

The Club now plays in the Eastern Football League, the largest football competition, with our seniors playing in the prestigious Division 1 and most of our junior teams playing in A Division.

1.2 Blackburn Football Club - Juniors

The Junior part of the Club was established in the 1990s with just a single team. The Club has continued to flourish and expects to have around 500 players and 23 to 25 teams in 2017.

While the Junior Club operates autonomously under our own Committee, we enjoy a strong relationship with the Senior Club. We hold a joint jumper presentation day and numerous joint functions. Senior players often help out at training while on Saturday's Morton Park is a buzz with many junior players and their parents coming down to support the seniors.

The Junior Club has formed a very close relationship with our local Auskick Centres: Blackburn, Blackburn Lake and Laburnum Auskick. Most of our players come from these centres. The Club supports the development of these centres, and arranges 'back to Auskick days' for our players and hosts grid games enabling Auskickers to play a game and enjoy a sausage and drink at the half time break of our seniors' games.

We are a family based club with a strong focus on participation and development.

The Club hosts a range of social activities throughout the year, including family nights which provide a great opportunity for the players and parents to get together and have fun.

The Club's success can be attributed to the fantastic support we receive from our parents and supporters.

1.3 Blackburn Junior Football Committee

The Blackburn Football Club Juniors (The Club) is managed by a committee.

The Executive Committee is responsible for: (1) the overall governance of the Club; (2) setting Club policy; (3) appointing coaches and (4) dealing with complaints matters that require consideration by the Committee.

The Executive Committee includes:

Role	Function	2018
President	leadership, policy	Peter Parker
Vice President/Treasurer	Leadership, policy	Spencer Wilson
Football Director	player and coaching development	Scott Chamberlain
Manager Player Welfare	trainers, tribunal and welfare	Tim Jacobs
Treasurer	Finances & Opeartions	Pat Mannix
Grounds manager	Facilities and logistics	Dave Couper

The Executive Committee is supported by a General Committee, responsible for: (1) providing advice to the Executive Committee and; (2) undertaking operational activities.

1.4 Blackburn Football Club – Juniors objectives

Our aim is:

- To provide the best football experience for junior players and their supporters

We have recently developed a strategy which is designed to achieve this. The strategy is built around four key themes:

- Participation - recognising the Club's heritage and desire to encourage local kids to enjoy and play football at the Club.
- Development –investing in the development of our players to the best of their abilities.
- Governance - ensuring the Club is well managed.
- Community - acknowledging that we are part of the community and that we seek to support the community and strengthen partnerships with local Auskick centres, schools and businesses.

Underpinning all of this are our core values:

- Fun
- Fairness
- Respect
- Commitment
- Sportsmanship

The Club, will at all times, endeavour to provide for the health, welfare and well being of its players, supporters and spectators.

Ultimately, we will know whether we have been successful when we hear

Players say 'BJFC is an awesome club' (i.e. encouraging participation)

The senior club and recruiters say 'BJFC produces talented footballers' (i.e. developing our players)

The community say 'BJFC is a valued member of the community' (i.e. being part of the community)

Parents say 'BJFC is a well-run club' (i.e. good governance)

Much of this is said now. However, we don't want to rest on our laurels – we want to ensure we remain a successful Club, providing the best football experience for junior players and their supporters

1.5 Player welfare

Irrespective of their age or abilities, player welfare is our number one objective. The Club provides helmets to all Under 8s, 9s, 10s, 11s and 12s and requires these players to wear the helmets during the game. We support other players who may wish to wear a helmet and require mouthguards to be worn by all players during the game and at training.

The Club has adopted a code of behaviour which we expect everyone (players, parents and supporters) to comply with and has appointed a Child Protection Officer, Racial and Religious Vilification Officer and a Tribunal Advocate to assist where necessary.

Player welfare is of prime importance to the Club. Any concerns should first be raised with your team manager and or coach. If they can not be resolved at that level they should be referred to the Committee via the Secretary for consideration.



Blackburn Football Club - Juniors Playing Policies 2017

1.6 **Blackburn Junior Football Club Policies**

We have developed a set of policies that reflect our values and help to ensure that we can provide the best possible environment to play football and retain the great culture of our Club.

Throughout this document you will find reference to the words 'must and shall' and 'may and should'. Such words convey an obligation with any variation from the Policy requiring the approval of the Executive Committee. The use of the words 'may' and 'shall' convey an element of discretion.

If you have any questions or comments, please do not hesitate to contact the Club Secretary on blackburnjnr@efl.org.au.

1.7 **Grievances**

Any person who feels aggrieved by the interpretation of the policies or possible failure to comply with the policies may refer the matter to the Committee via the Club Secretary for consideration in accordance with the Club's dispute resolution policy, set out in Section 13.

2 Behaviour Policy

Blackburn Junior Football Club seeks to provide an enjoyable football environment where we play fairly and respect our team mates, players, coaches, opponents, umpires, parents and visitors.

2.1 Code of conduct

The EFL has adopted a code of conduct for players, coaches, officials and parents. Blackburn Football Club fully supports the EFL Code of Conduct and expects all players, coaches, officials and parents to abide by the code.

EFL CODES OF CONDUCT (Codes of Conduct are part of the National Football Policy provided by the Australian Football League)	
<p>COACHES:</p> <ol style="list-style-type: none"> 1. Be reasonable in your demands on players' time, energy and enthusiasm. 2. Avoid over-playing the talented players, the "just average" players need and deserve equal time. 3. Remember that players participate for fun and enjoyment. 4. Ensure that equipment and facilities meet safety standards and are appropriate to the age and ability of the players. 5. Take into consideration the maturity level of the players, when scheduling and determining the length of practice times and competition. 6. Develop team respect for the ability of opponents as well as for the judgement of officials and opposing coaches. 7. Follow the advice of a physician when determining when an injured player is ready to recommence training or competition. 8. Keep yourself informed of the sound coaching principles and the principles of growth and development of players. 9. Create opportunities to teach appropriate sports behaviour as well basic skills. 10. Ensure that skill learning and appropriate sports behaviour have priority over highly structured competitions for young players. 11. Help players understand the responsibilities and implications of their freedom to choose between fair and unfair play. 12. "A child's self-esteem is delicate and easily damaged, particularly by parents attempting to act out their own lives through the youngsters on the sports field. Participation in sports events must be something for children to enjoy. They should not be saddled with win-at-all costs attitudes at any early age." Daily Telegraph editorial. <p>PLAYERS:</p> <ol style="list-style-type: none"> 1. Play by the rules. 2. Never argue with an official. If you disagree, discuss the matter with your coach. 3. Control your temper. Verbal abuse of officials or other players, or provoking an opponent is not acceptable. 4. Work equally hard for yourself and/or for your team. Your team's performance will benefit, so will you. 5. Be a good sport. Applaud all good plays whether they be by your team, opponent or the other team. 6. Treat all players as you would like to be treated. Do not interfere with, bully or take unfair advantage of another player. 7. Co-operate with your coach, team mates and opponents. Without them there would be no competition. 8. Play for the "fun of it" and not just to please parents and coaches. 9. Avoid using derogatory language. 	<p>ADMINISTRATORS/OFFICIALS:</p> <ol style="list-style-type: none"> 13. Ensure that equal opportunities for participation in sports are made available to all players, regardless of ability, size, shape, sex (for females under 14), age, disability or ethnic origin. 14. Ensure that rules, equipment, length of games and training schedules take into consideration the age, ability and maturity level of participating players. 15. Ensure that adequate supervision is provided by qualified and competent coaches and officials capable of developing appropriate sports behaviour and skill technique. 16. Remember that players participate for enjoyment and play down the importance of rewards. 17. Provide clinics aimed at improving the standards of coaching and officiating, with an emphasis on appropriate behaviour and skill technique. 18. Ensure that parents, coaches, sponsors, physicians and participants understand their responsibilities regarding fair play. 19. Modify rules and regulations to match the skill level of players and their needs. 20. Condemn unsporting behaviour and promote respect for all opponents. 21. Publicly encourage rule changes which will reinforce the principles of participation for fun and enjoyment. 22. Ensure that your behaviour is consistent with the principles of good sporting behaviour. 23. Make a personal commitment to keep yourself informed of sound officiating principles and the principles of growth and development of players. <p>PARENTS/SPECTATORS</p> <ol style="list-style-type: none"> 1. Encourage players to participate, if they are interested. 2. Encourage players to always participate according to the rules. 3. Never ridicule or yell at a player for making a mistake or losing the game. 4. Remember that players learn best from example. Applaud good plays by all teams. 5. If you disagree with an official, raise the issue through the appropriate channels rather than questioning the official's judgement and honesty in public. 6. Support all efforts to remove verbal and physical abuse from sporting activities. 7. Recognise the value and importance of volunteer coaches. 8. Remember that children play organised sports for fun. They are not playing for the entertainment to spectators only, nor are they miniature professionals. 9. Condemn the use of violence in any form, be it by spectators, coaches, officials or players. 10. Encourage players to follow the rules and the officials' decisions. 11. Demonstrate appropriate social behaviour by not using foul language, harassing players, coaches or officials.

All persons associated with the Club must comply with the EFL Code of Conduct. Any breaches should be reported to your team manager or to the Club Secretary and will be managed in accordance with the Issue Resolution Policy.

2.2 Racial and religious vilification

No person in his/her capacity as a spectator or participant in the Club in the course of carrying out his/her duties or functions as or incidental to being a participant in the Club shall engage in conduct that offends, humiliates, intimidates, contempts, ridicules, incites, threatens, disparages, vilifies or insults another person on the basis of that person's race, religion, colour, descent, gender, sexual orientation, ability, or national or ethnic origin.

No person in his/her capacity as a spectator or participant in the Club in the course of carrying out his/her duties of functions as or incidental to being a participant in the Club shall intentionally engage in conduct that s/he knows is likely to incite hatred against another person, or threaten physical harm or incite hatred in others to cause physical harm to a person or to a person's property because of that person's race, religion, colour, descent, gender, sexual orientation, ability, or national or ethnic origin.

The EFL has established its own racial vilification policy (<http://www.efl.org.au/index.php?id=319>). The Club supports this policy.

The Club is bound by the Racial and Religious Tolerance Act 2001 (Vic), the Racial Discrimination Act 1975 (Cth), and the Equal Opportunity Act 1995 (Vic) (the legislation). This Policy is consistent with the legislation but not in substitution of the legislation.

All persons associated with the Club must comply with these requirements. Any breaches should be reported to your team manager or to the Club Secretary and will be managed in accordance with the Issue Resolution Policy.

2.3 Victimisation

No person in his/her capacity as a spectator or participant in the Club in the course of carrying out his/her duties or functions as or incidental to being a participant in the Club should victimise another person.

A person will victimise another person (the victim) if:

- (a) the person subjects or threatens to subject the victim to any detriment because the victim (or a person associated with the victim) intends to or has lodged a complaint in contravention of this Policy; or
- (b) the person assists, requests, induces, encourages or authorises another person to subject the victim to any detriment because the victim (or a person associated with the victim) intends to or has lodged a complaint in contravention of this Policy.

All persons associated with the Club must comply with these requirements. Any breaches should be reported to your team manager or to the Club Secretary and will be managed in accordance with the Issue Resolution Policy.

2.4 Gender

Blackburn Junior Football Club actively encourages girls to play football.

In accordance with the Equal Opportunity Act 1995 (Vic.) ("the Act"), people aged under 12 years of age cannot be excluded on the basis of sex or gender identity from participating in a competitive sporting activity.

Pursuant to section 66 (1) of the Act, people of one sex or gender aged 12 and over can be excluded from participating in competitive sporting activities in which the strength, stamina and physique of competitors is relevant.

As a member of AFL Victoria, the EFL excludes females who reach 14 years of age as at 1 January in the year of play from playing in any competition that is not a 'female competition'.

All persons associated with the Club must comply with these requirements. Any breaches should be reported to your team manager or to the Club Secretary and will be managed in accordance with the Issue Resolution Policy.

2.5 Reported players

It can be a very traumatic experience for a junior player to be reported or to be the victim of a reportable incident. The Club will endeavor to ensure that the distress associated with this event is minimised. To ensure this happens, the following needs to occur:

The Coach and Team Manager need to manage the situation in a calm and supportive manner. Often a report may occur as a result of a heated incident. It is the responsibility of the two (2) Club officials to ensure:

- a. The player is removed from the ground for the Coach to be able to talk to the player about the incident and point out the outcomes of such an incident.
 - i. That the bench and player/s remain calm, ensuring that no further incidents grow out of the particular case.
 - ii. That supporters, and in particular, the parents of the reported player remain calm and do not incite a further incident
 - iii. Ensure that all details of the incident are immediately noted, as this may be needed as evidence at the tribunal.
- b. After the game, the Coach and Team Manager, in consultation with the player and parents (if they are able to contribute in a positive manner) will discuss the timing and actions to be taken
- c. The Secretary of the Club needs to be notified of the report and the decision of the Coach, Team Manager and player regarding the taking of the *Set Penalty*. If the case goes to the tribunal, the Secretary will then contact the Junior Football Coordinator, who will then commission the services of the Clubs Official Advocate.
- d. The Advocate will then take charge of the defence. It would be expected that the Coach would still take a very active role in the moral support for the player. At the tribunal it is recommended that the parents do not attend.
- e. In the event of one of our players being required to give evidence, then all steps will be followed except those related to Set Penalty.
- f. A player who has been on the receiving end of a reportable incident and is required to give evidence needs to be well supported especially morally.
- g. Disciplinary Action may be imposed upon any individual / player associated with the Club if found guilty by the Executive Committee with respect to misconduct or bringing the game or the Club into disrepute. This action may be taken even if a report has not been made.

It should also be noted that the Club in certain circumstances might impose penalties or suspensions outside the findings of the League / Tribunal. These decisions will be at the discretion of the Executive Committee.

All incidents / outcomes should be recorded on an incident report form and should be filed by the Secretary.



2.6 EFL penalties and fines

A player who is suspended is not eligible to be selected to play for the duration of the suspension. A suspended player should not be considered to be rostered off.

Players (and their parents) are liable for the payment of any fines imposed on them by the EFL. If the EFL issues the fine to the Club it is expected that the player/parents will fully compensate the Club. An unpaid fine will be considered a debt to the Club:

- The player cannot play for the Club until the fine is paid
- The Club will not re-register a player in future season until the fine is paid
- The Club will not approve a transfer to another club until the fine has been paid.

3 Player Registration Policy

Blackburn Junior Football Club seeks to maintain a fair registration process for both existing and new players.

3.1 Registration day

The Club will schedule a registration day for early February.

3.2 Registration process

The Club will notify all past players of the registration day.

The Club will:

- open up registrations in late November / early December.
- hold a registration day (typically in early February).
- set a registration date, after which any registrations received will be deemed a late registration and processed in accordance with Section 3.3.
- notify all register players from the previous year of the registration arrangement for the coming season.
- advertise the registration arrangements to local schools and Auskick centres.
- post the registration details on its website in late November / early December.

To register on time, players will need to:

- register and pay on line before the registration date,
- lodge their completed registration forms and payment at registration day' or
- post or email their completed registration forms and payment so that they are received by the registration date.

Past players are encouraged to register on-line.

Registrations will not be considered until they are received by the Club Secretary. Applications should not be given to coaches, team managers or other Club officials.

Registrations will be processed on a Club basis with all registrations submitted on time processed in the order set out below:

Order	Under 8s and 9s Players	Under 10s - 17s Players
1 st	Players who played with BJFC in the previous year.	Players who played with BJFC in the previous year.
2 nd	New players who will turn 9 and who participated in Auskick in the previous year and who has an older sibling playing for the Club.	New players whose sibling/s played for the Club in the previous year.
3 rd	New players who turn 9 and who participated in Auskick in the previous year.	New players who played for another Club or participated in Auskick in the previous year.
4 th	Other new players who turn 9.	Other new players.
5 th	New players who turn 8, and who participated in Auskick in the previous year and who has an older sibling playing for the Club.	
6 th	New players who turn 8 and who played participated in Auskick in the previous year.	
7 th	Other new players who turn 8.	

3.3 Late registrations

Registrations received after the registration date will be deemed to be late with the player placed on a waitlist (even if the player has previously played with BJFC) and will be processed in the order in which they were received after all those registrations that were received on time have been processed.

3.4 New players

Registrations from new players will not be processed until the Club has been able to allocate a place to all the previous year's players who registered on time. The Committee, in consultation with the relevant coach, will determine whether new players should be offered a place.

3.5 Minimum age

In accordance with EFL rules a player must attain at least the age of eight years during that person's first year of registration with the EFL (i.e. if a player does not turn 8 or more the player cannot play Under 9s football).

3.6 Correct age

For safety & developmental reasons, all players must register in their correct age group.

Any player who has previously been allowed to play in an older age group will not automatically be permitted to play up in a subsequent year.

Players will only be allowed to play up in exceptional circumstances and at the invitation of the Committee.

3.7 Gender

Blackburn Junior Football Club actively encourages girls to play football.

Subject to satisfactory interest, the Club may enter a team or teams in girls' only competitions convened by the EFL or YJFL.

3.8 Mixed abilities

Blackburn Junior Football Club actively encourages people of mixed abilities to play football where it is safe to do so.

3.9 Too many players

The Club may have multiple teams in the same age group. Depending on the number of players who register in subsequent years it may be necessary to consolidate the teams into a single team.

Should this be the case the Club will endeavour to accommodate all players (e.g. it may invite players to play in the next highest team). No new players will be accepted into the higher team until this process has been completed. If there are still too many players from the previous season, the players will be selected in the following order:

1. Players who have a sibling playing with the Club;
2. Players whose parents have made a significant contribution to the Club in past years (i.e. coach, assistant coach, team manager, runner, trainer, committee person or other persons deemed by the Committee to have made a significant contribution to the Club in past years);
3. Players who have played the most years with the Club;
4. If necessary, priority will then be given to those players who have played the most games with the Club.

4 Financial Members

Blackburn Junior Football Club expects all players to be financial members of the Club.

4.1 Payment

Players must be financial members of the Club and pay their playing fees prior to playing in their first game.

The Club may accept progressive payment in exceptional circumstances.

A request to make progressive payments should be sent to the Club Secretary and will be considered by the Executive Committee.

4.2 Fees

The Club shall set the playing fees prior to Registration Day.

The fee covers:

- Club operating costs and games costs (e.g. venue hire, umpires, training equipment, medical supplies, Council curation costs etc).
- the provisions of a jumper which is provided on loan and must be returned at the end of the season.
- the provision of a helmet which is provided on loan to players (Under 9s - 12s teams) and must be returned at the end of the season.

No additional game fee will be charged.

4.3 Discounts

The Club will offer a reduced fee to families who have two or more siblings playing at the Club in the same season. These discounts will be set prior to Registration Day.

The Club may waiver or reduce the fee in exceptional circumstances (e.g. genuine financial hardship).

The Club may offer a reduced fee to players who register late:

Register prior to and including Round 8	No discount
Register after to Round 8	Equivalent to the second sibling fee

Requests for a discount (other than the family discount) **should** be sent to the Club Secretary and will be considered by the Executive Committee.

4.4 Refunds

The Club may provide a refund in exceptional circumstances:

A request for a refund should be sent to the Club Secretary and will be considered by the Executive Committee.

Refunds will not be provided to players who are rostered off or are not available to play.

4.5 Club equipment

The Club provides each player with a jumper. It also supplies each child in the Under 9s – 12s with a helmet. These items plus any other items borrowed from the Club must be returned to the Club within one week of the player having played his/her last game for the season.

Damaged items or any items not returned by September 1 2018 will be considered 'lost' and the player liable to pay for its replacement at the following rates:

- Jumpers - \$70
- Helmets - \$50
- Other items - at cost plus \$20

The Club may require Under 17 Players to pay a deposit with their registration fees for the jumper. The deposit shall be fully refundable provided that the jumper is returned in good condition by September 1.

4.6 Non-financial members

A player who has not paid his/her fees will be considered a non-financial member of the Club.

A player who has not paid any fines imposed by the EFL will be considered a non-financial member of the Club.

A player who has not returned Club equipment (e.g. jumper, helmet etc) at the end of the season or on notifying the Club of their resignation will be considered a non-financial member of the Club.

Non-financial members will not be rostered to play.

The Club will not provide a clearance to any player who has an outstanding debt to the Club or who has not returned Club property.

5 Player Development and Training

Blackburn Junior Football Club seeks to develop all of our players to the best of their abilities.

5.1 Development pathways

Blackburn Junior Football Club is committed to the development of all of its players.

The Club adopts a pathway approach encouraging children to participate in Auskick, then developing them through their junior years (Under 8s – 17s) with the hope that they will then go on to play senior football.

The underlying aim is to have fun and develop players to the best of their ability.

5.2 Under 8s, 9s and 10s

5.2.1 Under 8s, 9s and 10s development

The majority of players in the Under 8s 9s and 10s are still in the early stage of learning what many would consider to be the basic skills.

In these age groups the emphasis is placed on participation and enjoyment. Additional goals are the acquisition of football skills and the nurturing of physical and emotional development and wellbeing.

The Club believes strongly in the equality of opportunities given to players in the Under 8s, 9s and 10s. Players should be provided equal game time, although this may need to be averaged out over several weeks. Similarly players should be provided with the opportunity to play in all positions, although this may need to be averaged out over several weeks. We believe this to be the best way to provide young footballers with all round development regardless of their level of ability.

5.2.2 Under 8s, 9s and 10s training

The Under 8s, 9s and 10s shall train one night a week.

The coaches will advise the location, timing and duration of training.

Players are encouraged to attend training and to participate in a cooperative manner. Non-attendance at training will not affect a player's selection or game time.

Players must wear mouthguards and helmets at training.

The Club does not provide first aid officers at training. Training may also be cancelled due to excessive heat, inclement weather or poor ground conditions. Accordingly, parents are expected to remain at training. They are also encouraged to assist the coaches with training.

5.3 Under 11s and 12s

5.3.1 Under 11s and 12s development

Some players in the Under 11s and 12s have developed good skills and are able to perform at a faster pace, which places them at a more competitive level in a match situation. However, some players are still in the early stages of understanding the game and developing their skills. In many ways this is a transitional period as the players' progress into a more competitive environment.

In these age groups the emphasis is placed on participation and enjoyment. Additional focus is placed on skill development and team work supplemented through set plays and positioning.

The Club believes strongly in providing equal opportunities to players in the Under 11s and 12s. Players should be provided equal game time, although this may need to be averaged out over several weeks. While some players at this age become naturally suited to set positions, we encourage players to try various positions. We believe this to be the best way to provide young footballers with all round development regardless of their level of ability.

5.3.2 Under 11s and 12s training

The Under 11s and 12s may train one or two nights a week.

The coaches will advise the location, timing and duration of training.

Players are encouraged to attend training and to participate in a cooperative manner.

Non-attendance at training shall not affect a player's selection or game time. However, a player who is not able to regularly attend training may be selected in the Red team where the coaches believe that the player's failure to regularly attend training could prejudice his/hers skill development and the ability to effectively compete at a higher level.

Players must wear mouthguards and helmets at training.

The Club does not provide first aid officers at training. Training may also be cancelled due to excessive heat, inclement weather or poor ground conditions. Accordingly, parents are expected to remain at training. They are also encouraged to assist the coaches with training.

5.4 Under 13s – 15

5.4.1 Under 13s – 15s development

Many players in the Under 13s and 15s have developed good skills with some even playing representative football while others are still developing.

This can be a difficult time as players mature at different rates: individual players can grow rapidly leading to significant differences in size, ability, confidence and maturity.

In these age groups there is still an emphasis on participation and enjoyment but with an increasing focus on development as the players mature.

The Club believes strongly in providing equal opportunities to players in the Under 13s – 15s. Players should be provided equal game time, although this may need to be averaged out over several weeks. Players are still encouraged to try various positions while recognizing that this is a time when players can begin to specialize as they develop and mature.

5.4.2 Under 13s – 15s training

The Under 13s – 15s shall train for two nights a week.

The coaches will advise the location, timing and duration of training.

Players must wear mouthguards at training.

Non-attendance at training shall not affect a player's selection or game time. However, a player who is not able to regularly attend training may be selected in the Red team where the coaches believe that the player's failure to regularly attend training could prejudice his/hers skill development and the ability to effectively compete at a higher level.

The Club does not provide first aid officers at training. Training may also be cancelled due to excessive heat, inclement weather or poor ground conditions. Accordingly,

parents are expected to remain at training. They are also encouraged to assist the coaches with training.

5.5 Under 17s

5.5.1 Under 17s development

By this stage we expect that most players will have developed good skills and a sound understanding of the game. While the coach has overall responsibility for the development and well being of the team we expect players to become more accountable and take greater responsibilities for their training and performance.

This is a watershed period: some players have developed very good skills and have been selected by Oakleigh Chargers/Eastern Rangers. Others are aspiring to play senior football at Blackburn while others are less driven to play senior football. Hence it can be a difficult period with boys having various aspirations. Our aim is to help the boys develop to the best of their abilities and while the Club will seek to achieve this, it will very much depend on the desires of the players and their individual commitments to not only training but their own development.

5.5.2 Under 17s training

The Under 17s shall train two nights a week.

The coaches will advise the location, timing and duration of training.

Players are encouraged to attend training and to participate in a cooperative manner.

Non-attendance at training may affect a player's selection or game time where the coaches believe that the player's failure to regularly attend training could prejudice the player's skill development and the ability to effectively compete on game day.

Players must wear mouthguards training.

The Club does not provide first aid officers at training. Training may also be cancelled due to excessive heat, inclement weather or poor ground conditions. Accordingly, parents are expected to remain at training. They are also encouraged to assist the coaches with training.

6 Team Size and Selection Policy

Blackburn Junior Football Club seeks to maintain a fair, transparent and equitable team selection process.

6.1 Selection

Blackburn Junior Football Club is committed to fairness, transparency and equity.

The Club adopts an approach which recognises that teams vary in size, skill and ability but that all players are entitled to be treated fairly and that teams are managed to be competitive irrespective of their grading.

6.2 Under 8s and 9s team size and selection

6.2.1 Team size

The EFL has capped the maximum number of players in any team at 30. The Club considers that the ideal number of players in the Under 9s teams to be:

- 20 – if we are fielding three Under 9s teams or
- 26 – if we are fielding two Under 9s teams.

6.2.2 Team selection

It is the Club's intention to field at least two teams in Under 8s and 9s and possibly 3 subject to numbers.

Team selection will be determined after registration day, although it is expected that teams will be based on school groupings. Generally the Club will seek to place all the players from the one school in the same team. However, if there are a significant number of players from one school, the Club may divide the players into two teams so as to avoid the dominance of players from one school over another.

The teams shall be the Black team, Red team and if a third team is established a White team. The EFL does not grade the Under 8 and 9 competition, hence the players will shall not be graded.

The teams should have an equal number of players to ensure that all players in the age group have access to equal playing opportunities.

The Club may limit the number of players who turn 9 to 60 players.

6.3 Under 10s team size and selection

6.3.1 Team size

The EFL has capped the maximum number of players in any team at 30 The Club considers that the ideal number of players in these teams to be 26 but will offer a place to all players from the previous year. Should less than 30 players from the previous year register on time, the Club may offer a place to new players.

6.3.2 Team selection

It is the Club's intention to field at least two teams in Under 10s and possibly 3 subject to numbers.

Team selection will be determined after registration day, although it is expected that teams will be based on school groupings. Generally the Club will seek to place all the players from the one school in the same team. However, if there are a significant number of players from one school, the Club may divide the players into two teams so as to avoid the dominance of players from one school over another.

The teams shall be the Black team, Red team and if a third team is established a White team. The EFL does not grade the Under 10 competition, hence the players shall not be graded.

Depending on player numbers, the Club may need to alter the make up of the Under 10 teams from those that existed in Under 9s (e.g. where three Under 9s teams existed, it is most likely that they will need to be consolidated into two Under 10 teams which may result on some changes, so as to ensure two equally sized teams)-

The teams should have an equal number of players to ensure that all players in the age group have access to equal playing opportunities.

6.4 Under 11s to 15s team size and selection

6.4.1 Team size

The EFL has capped the maximum number of players in any team at 30. The Club considers that the ideal number of players in these teams to be 26 and shall cap these teams at this number. Should less than 26 players from the previous year register on time, the

Club may offer a place to new players.

6.4.2 Team selection

It is the Club's intention to field at least two teams in each age group.

Where there are enough players to form two or more teams in the one age group, the players will be graded based on their skills, size, confidence and football maturity.

The players will then be split into two (or three) teams having regard to the suitability of the players to participate in the relevant divisions and the Club's desire to field two competitive teams. On this basis it is expected that the majority of the more competent players but not necessarily all the better players will be in the higher graded team.

The higher graded team shall be referred to as the Black team with the second team the Red team and any third team the White team.

The teams will operate as separate teams (i.e. the Red and White teams shall not be considered a 'reserve' teams). Notwithstanding this, it is expected that the teams will train together and that the coaches will cooperate during the selection process and in the sharing of players throughout the season should a team be short of players.

Ideally, the teams should have an equal number of players to ensure that all players in the age group have access to equal playing opportunities.

If there is an odd number of players, the additional player(s) shall initially be placed in the Red team (or the white team if there is a third team).

In order to determine the formation of multiple teams, the coaches should:

- observe all players during the pre-season 'try-out' period;
- take into account the player assessments prepared by the previous year's coaches;
- liaise with the previous year's coaches (if necessary);
- liaise with the Blackburn Junior Football Club Football Manager;
- agree the proposed composition of the two teams, and
- forward the team lists to the Committee for approval.

The coaches should not disclose the composition of the recommended teams to any players or parents until the teams have been approved by the Committee.

Once the Under 11 teams have been established, the Club would prefer that the majority of the teams stay together in future years. However, it is important that players play in the most appropriate division having regard to their abilities and the competitiveness of our teams. In recognition of this and the fact that players develop at different rates (both physically and ability wise) all players will be assessed during the pre-season period to determine the most appropriate team that they should play in.

6.4.3 Try-out period

The Club will determine a try-out period.

Prior to the try-outs, the coaches shall develop player assessment guidelines to assist them with the team selection process. The Guidelines must be approved by the Executive committee and shall be made available to parents and players prior to the commencement of the try-outs.

Players must attend at least two try-outs to be considered for the higher graded team(s).

Any player who does not participate in the try-outs will automatically be placed in the second team and will be assessed in their first two games to determine which team they should play in for the remainder of the season.

However, a player may be exempt from this requirement in exceptional circumstances and subject to the approval of the Executive Committee.

6.5 Under 17's team size and selection

6.5.1 Team size

The EFL has capped the maximum number of players in any team at 30. The Club considers that the ideal number of players in these teams to be 26 but will offer a place to all players from the previous year. Should less than 30 players from the previous year register on time, the Club may offer a place to new players.

6.5.2 Team selection

It is the Club's intention to field at least two teams in the Under 17s competition.

Where there are enough players to form two or more teams, the players will be graded based on their skills, size, confidence and football maturity.

The players will then be split into two or three teams having regard to the suitability of the players to participate in the relevant divisions and the Club's desire to field two competitive teams. On this basis it is expected that the majority of the more competent players but not necessarily all the better player will be in the higher graded team.

The higher graded team shall be referred to as the Black team with the second team the Red team and any third team, the White team.

The teams will operate as separate teams (i.e. the Red and White teams shall not be considered a 'reserve' teams). Notwithstanding this, it is expected that the teams will train together and that the coaches will cooperate during the selection process and in the sharing of players throughout the season should a team be short of players.

Ideally, the teams should have an equal number of players to ensure that all players in the age group have access to equal playing opportunities.

If there is an odd number of players, the additional player(s) shall initially be placed in the Red team (or the white team if there is a third team).

In order to determine the formation of multiple teams, the coaches should IN CONJUNCTION WITH AT LEAST ONE INDEPENDENT REPRESENTATIVE:

- * observe all players during the pre-season 'try-out' period;
- * take into account the player assessments prepared by the previous year's coaches;
- * liaise with the previous year's coaches (if necessary);
- * liaise with the Blackburn Junior Football Club Football Manager;
- * agree the proposed composition of the two teams,
- * FOR EACH PLAYER, PROVIDE SOME BRIEF COMMENTS TO JUSTIFY THE PROPOSED GRADING and
- * forward the team lists to the Committee for approval.

ALL PLAYERS, WHETHER THEY BE PREVIOUS YEAR'S UNDER 15 BLACK OR RED PLAYERS, NEW PLAYERS TO THE CLUB, OR PREVIOUS YEAR'S UNDER 17 PLAYERS, SHALL BE ASSESSED ON THE MERITS. THE COACHES SHALL FAIRLY AND OBJECTIVELY CONSIDER THE PROPOSED COMPOSITION OF TEAMS. TO AVOID DOUBT THERE SHALL BE NO PRESUMPTION THAT ANY PLAYER SHALL BE AUTOMATICALLY SELECTED IN THE PREMIER TEAM.

The coaches should not disclose the composition of the recommended teams to any players or parents until the teams have been approved by the Committee. The Committee shall appoint a three person sub-committee to review the teams.

6.5.3 Try-out period

The Club will determine a try-out period.

Prior to the try-outs, the coaches shall develop player assessment guidelines to assist them with the team selection process. The Guidelines must be approved by the Executive committee and shall be made available to parents and players prior to the commencement of the try-outs.

Players must attend at least two try-outs to be considered for the higher graded team(s).

Any player who does not participate in the try-outs will automatically be placed in the second team and will be assessed in their first two games to determine which team they should play in for the remainder of the season.

However, a player may be exempt from this requirement in exceptional circumstances and subject to the approval of the Executive Committee. For example the better players at this level may be in training squads at Oakleigh Chargers and Eastern Rangers and may not be available for the try-out. These players may be selected to the Black team, subject to the approval of the Executive Committee.

6.6 End of season assessments

At the end of the season, the coaches must provide the Club with a simple player assessment addressing: size; skills (kicking, marking, handball; positioning and reading of play); confidence (to attack the ball under pressure, tackle players etc); maturity; and the recommended team for the following year.

These assessments will be used in subsequent years to assist in the selection of teams where we have multiple teams in the Under 11s - 17s.

The assessments are confidential documents and will not be released to players or parents.

Once the teams have been selected the Football Manager will review the teams against the previous year's assessments

6.7 Support staff

The Club greatly appreciates the time and effort of our many volunteers, including the coaches and their support staff (i.e. assistant coaches, team managers, runners and trainers).

Where a single side exists in an age group, the support staff should be confirmed as soon as possible and definitely before pre-season training commences.

Where multiple teams exist, it is important that coaches take in establishing support staff having regard to the likely and most suitable team for their players. Supporting staff roles should not be finalised until the teams are selected: players should not be selected based on the roles their parents may undertake in the Club, or indicated they will undertake within a specific team; rather they should be selected based on the team most suitable for their skills and ability.

6.8 Timing

It is anticipated that the teams will be finalised three weeks prior to the first game.

6.9 Grievances

Team selection is not an exact science and requires consideration of a range of factors.

Coaches will be provided with selection guidelines to ensure that players are placed in the most appropriate teams having regard to their skill level.

The coaches will provide feedback on areas of improvement to all players in the second side within two weeks of the announcement of the teams.

Any person who feels aggrieved should first raise the matter with the relevant coaches and or team managers. If the matter can not be resolved at that level, the matter may be referred to the Club Secretary prior to Round 3. (Note EFL rules make it difficult to move players after Round 3) for consideration in accordance with the Club's dispute policy.

7 Game Time (Rostering and Rotation) Policy

Blackburn Junior Football Club seeks to provide all players with similar opportunities to play football.

7.1 Under 8s and 9s game time

7.1.1 Player numbers

The EFL limits the number of Under 9s to 26 per game with 15s players on the ground.

Where sufficient players are available a team of 20 players should be selected to play. The coach may use his/her discretion to field additional players.

Subject to injury or other extenuating circumstances each player should be afforded the opportunity to play the same number of games as their team mates.

Often teams do not have sufficient players. As such, any players who are rostered off are encouraged to attend the game as they may be offered an opportunity to play with the opposition.

7.1.2 Game Time

Subject to injury or other extenuating circumstances each player:

- should be afforded the same amount of game time over the course of the season.
- selected on game day will play a minimum of half a game (equiv).

No player should play a full game until all players have had the opportunity of playing at least half a game (equiv).

7.1.3 Positioning

Players should be provided with the opportunity to play in all positions (i.e. backline, centre/on ball, forward line and bench), although this may need to be averaged out over several weeks. We believe this to be the best way to provide young footballers with all round development regardless of their level of ability.

Players should rotate their position on the ground at least once during the game, to maximize exposure to the game.

7.1.4 Lightning Premiership

Depending on the number of teams allowed and the number of players interested in participating, there may be the need to depart from the above requirements.

All players wishing to participate in the Lightning Premiership should be entitled to play. However, if there are too many players, priority will be given to those players who turn 9 that year and who have not participated before.

Subject to injury or other extenuating circumstances, every player should be rostered for approximately the same amount of game time, although there may not necessarily be equal rotation through all positions.

7.2 Under 10s game time

7.2.1 Player numbers

The EFL limits the number of Under 10 to 26 per game with 18s players on the ground.

Where sufficient players are available a team of 26 players should be selected to play.

Subject to injury or other extenuating circumstances each player should be afforded the opportunity to play the same number of games as their team mates.

Any player rostered off should be considered an 'emergency' and should attend the game to replace a player who may not be available or to assist the team (e.g. water carrier etc).

Often teams do not have sufficient players. As such, any players who are rostered off are encouraged to attend the game as they may be offered an opportunity to play with the opposition.

7.2.2 Game Time

Subject to injury or other extenuating circumstances each player:

- should be afforded the same amount of game time over the course of the season.
- selected on game day should play a minimum of three quarters (equiv).

No player should play a full game until all players have had the opportunity of playing at least three quarters (equiv).

7.2.3 Positioning

Players should be provided with the opportunity to play in all positions (i.e. backline, centre/on ball, forward line and bench), although this may need to be averaged out over several weeks. We believe this to be the best way to provide young footballers with all round development regardless of their level of ability.

Players should rotate their position on the ground at least once during the game, to maximize exposure to the game.

7.2.4 Lightning Premiership

Depending on the number of teams allowed and the number of players interested in participating, there may be the need to depart from the above requirements.

All players wishing to participate in the Lightning Premiership should be entitled to play. However, if there are too many players, priority will be given to those players who turn 10 that year and who have not participated before.

Subject to injury or other extenuating circumstances, every player should be rostered for approximately the same amount of game time, although there may not necessarily be equal rotation through all positions.

7.3 Under 11s & 12s home and away game time

7.3.1 Player numbers

The EFL limits the number of Under 11 and 12 to 24 players per game with 18 on the field and 6 on the bench.

Where sufficient players are available a team of 24 players should be selected to play. Hence there is the potential for players to be rostered off.

Subject to injury or other extenuating circumstances each player should be afforded the opportunity to play the same number of games as their team mates.

Any player rostered off should be considered an 'emergency' and should attend the game to replace a player who may not be available or to assist the team (e.g. water carrier etc).

7.3.2 Game Time

Subject to injury or other extenuating circumstances each player:

- should be afforded the same amount of game time over the course of the season.
- selected on game day will play a minimum of three quarters (equiv).

No player should play a full game until all players have had the opportunity of playing at least three quarters (equiv).

7.3.3 Positioning

While some players at this age become naturally suited to set positions, the Club encourages players to try various. We believe this to be the best way to provide young footballers with all round development regardless of their level of ability.

7.4 Under 11s & 12s finals game time

EFL rules determine eligibility for finals, usually stipulating that a minimum number of games must be played during the season.

It is generally recognised that finals football is different from Home and Away games. The policy will be based on the following principles:

- An opportunity for as many players as is possible to experience finals football.
- An understanding that player selection and playing time for individual players gives the team the best possible opportunity to win.

7.4.1 Player numbers

Where sufficient players are available a team of 24 players should be selected to play.

Any player rostered off should be considered an 'emergency' and should attend the game to replace a player who may not be available or to assist the team (e.g. water carrier etc).

7.4.2 Player selection

Where a team will play two or more finals then every player on the team list must be selected in at least one of the first two finals.

Where a team is not guaranteed to play more than one final then team selection is at the discretion of the coach. It is expected that a fair and reasonable selection process will be undertaken should the team continue to progress (i.e. the Committee expects that all players should be given the opportunity to play in finals).

Where a team plays three or more finals, it is expected that a fair and reasonable selection process will be undertaken to give all players equal opportunity to play in finals.

7.4.3 Game Time

Subject to injury or other extenuating circumstances, every player selected in a finals game will play a minimum of half a game.

7.4.4 Positioning

Players should be positioned having regard to their abilities and the needs of the game.

7.5 Under 13s – 15s home and away game time

7.5.1 Player numbers

The EFL limits the number of Under 13s and 15s to 24 players per game with 18 on the field and 6 on the bench.

Where sufficient players are available a team of 24 players should be selected to play. Hence there is the potential for players to be rostered off.

Subject to injury or other extenuating circumstances each player should be afforded the opportunity to play the same number of games as their team mates.

If there is the need to roster off a player:

- the coach should liaise with other coaches in his/her age group and the coaches in the next age group to ascertain whether any other teams are short of players and whether the rostered off player(s) may be suitable to play in another team.
- If the rostered off players do not play in another team, they should be considered an 'emergency' and should attend the game to replace a player who may not be available or to assist the team (e.g. water carrier etc).

7.5.2 Game Time

Subject to injury or other extenuating circumstances each player:

- should be afforded similar game time over the course of the season.
- selected on game day will play a minimum of three quarters (equiv).

7.5.3 Positioning

While some players are naturally suited to set positions, the Club encourages players to try various positions. We believe this to be the best way to provide young footballers with all round development regardless of their level of ability.

7.6 Under 13s – 15s finals game time

EFL rules determine eligibility for finals, usually stipulating that a minimum number of games must be played during the season.

It is generally recognised that finals football is different from Home and Away games. The policy will be based on the following principles:

- An opportunity for as many players as is possible to experience finals football.
- An understanding that player selection and playing time for individual players gives the team the best possible opportunity to win.
- An understanding that the policy will provide Coaches in the Under 13s – 15s greater scope for varying playing time for individual players than Under 11s and 12s.

7.6.1 Player numbers

Where sufficient players are available a team of 24 players should be selected to play.

Any player rostered off should be considered an 'emergency' and should attend the game to replace a player who may not be available or to assist the team (e.g. water carrier etc).

7.6.2 Player selection

Where a team plays two or more finals then every player on the team list must be selected in at least one of the first two finals.

Where a team is not guaranteed to play more than one final then team selection is at the discretion of the coach. It is expected that a reasonable and fair selection process will be undertaken should the team continue to progress (i.e. the Committee expects that all players should be given the opportunity to play in finals).

Where a team plays three or more finals, it is expected that a fair and reasonable selection process will be undertaken to give all players equal opportunity to play in finals.

7.6.3 Game Time

Subject to injury or other extenuating circumstances, every player selected in:

- a finals game (except the grand final) will play a minimum of half a game (equiv).
- the grand final will play a minimum of one quarter (equiv).

7.6.4 Positioning

Players shall be positioned having regard to their abilities and the needs of the game.

7.7 Under 17s home and away game time

The EFL has replaced the Under 16 competition with an Under 17 competition from 2013. The following applies as we transition into this new structure.

7.7.1 Player numbers

The EFL limits the number of Under 17 to 24 players per game with 18 on the field and 6 on the bench.

Where sufficient players are available a team of 24 players should be selected to play. Hence there is the potential for players to be rostered off.

Subject to injury or other extenuating circumstances each player should be afforded the opportunity to play the same number of games as their team mates.

Any player rostered off should be considered an 'emergency' and should attend the game to replace a player who may not be available or to assist the team (e.g. water carrier etc).

7.7.2 Game Time

Subject to injury or other extenuating circumstances each player selected may play a minimum of half a game (equiv).

Coaches may, however, apply some discretion to the selection of players and the amount of game time they play in any particular week having regard to:

- the preparation of the player (incl. attendance and commitment at training)
- the performance of the player (incl. commitment to the game)
- the calibre of the opposition
- the safety of the player concerned
- the status of the game

7.7.3 Positioning

Players should be positioned having regard to their abilities and the needs of the game.

7.8 Under 17s finals game time

EFL rules determine eligibility for finals, usually stipulating that a minimum number of games must be played during the season.

It is generally recognised that finals football is different from Home and Away games. The policy will be based on the following principles:

- An opportunity for as many players as is possible to experience finals football.
- An understanding that player selection and playing time for individual players gives the team the best possible opportunity to win.
- An understanding that the policy will provide Coaches in the Under 17s greater scope for varying playing time having regard to player commitment and the needs of the game.

7.8.1 Player numbers

Where sufficient players are available a team of 24 players should be selected to play.

Any player rostered off should be considered an 'emergency' and should attend the game to replace a player who may not be available or to assist the team (e.g. water carrier etc).

7.8.2 Player selection

Where a team plays two or more finals then every player on the team list must be selected in at least one of the first two finals.

Where a team is not guaranteed to play more than one final then team selection is at the discretion of the coach. It is expected that a reasonable and fair selection process will be undertaken should the team continue to progress (i.e. the Committee expects that all players should be given the opportunity to play in finals).

Where a team plays three or more finals, it is expected that a fair and reasonable selection process will be undertaken.

7.8.3 Game Time

Subject to injury or other extenuating circumstances, every player selected in a finals game will play a minimum of one quarter (equiv).

7.8.4 Positioning

Players should be positioned having regard to their abilities and the needs of the game.

7.9 Playing up

There may be occasions where a team has insufficient players for a game.

Coaches may seek players from other teams.

Where there are two teams in the same age group, coaches should seek players from the other team in their age group in the first instance.

Where additional players can not be sourced from the same age group, coaches should seek players from the age group below,

The two relevant coaches should satisfy themselves that any child nominated to play up is capable of playing in the higher competition.

The EFL poses severe limits on players playing up (e.g. number of games allowed, final's qualifications etc): coaches should consult with the Football Manager before seeking to play a player up.

The coach has total discretion about the amount of game time a substitute player may play if s/he has already played a game that day.

7.10 Records

Team Management must keep a record of:

- player availability each week; and
- the amount of game time a player receives each week.

The team manager must:

- keep the records until presentation day
- provide the records to the Committee with 48hours of receiving a request from the Club Secretary or Football Manager for the records.



Blackburn Football Club - Juniors Playing Policies 2017

8 Captains

Blackburn Junior Football Club seeks to provide strong leadership for all of our teams and to reward players who clearly lead by example and reflect the values of the Club.

8.1 Under 8s, 9s and 10s captains

The coach shall appoint a captain or co-captain each week. A player shall not be reappointed until all players have had the chance of being a captain.

8.2 Under 11s to 16s captains

Ideally a captain should be appointed for the season. Alternatively, the team may elect to appoint a leadership group.

Where a captain is appointed, the team may also appoint a vice captain or vice captains.

The coach may appoint the captain or invite the players to vote for whom they believe should be the captain. The coach should ensure that the captain demonstrates maturity, leads by example, has the respect of the players and, most importantly, complies with the Club's behaviour policy.

A player in the Under 11s – 16s teams should not be appointed as a captain for two or more consecutive seasons.

8.3 Club , Under 17s and Under 18s Captains

Each season the Club shall appoint 2 club captains, consisting of a boys captain and a girls captain. The criteria for appointing these captains shall include leadership skills, community participation and values, and communication skills.

The boys captain shall be appointed from the under 17's teams, and the girls captain shall be appointed from the under 18's team. The boys and girls captains shall, in consultation with their coach, arrange for each top age Under 17 boys player and top age under 18 girls player to attend at least one Under 9 or 10 boys training session and under 10 girls training session respectively, to assist with coaching.

Only a single captain should be appointed for the boys under 17's teams and girls under 18's teams. The teams should also appoint a vice captain or vice captains.

The coaches may invite the players to vote on who they believe should be the captain. The coach should ensure that the captain demonstrates maturity, leads by example, has the respect of the players and, most importantly, complies with the Club's behaviour policy.

The captain of the second under 17s boys team may be reappointed as the boys under 17's captain for the following season.

9 Awards and Milestones

The Blackburn Junior Football Club seeks to celebrate the achievement and development of our players.

9.1 Weekly awards

Weekly encouragement awards should be distributed evenly to all players over the year to recognise their efforts and achievements.

These awards are granted at the discretion of the Coach.

9.2 Under 8s and 9s awards for home and away season

All Under 8s and 9s players will receive a participation trophy or medallion at the end of the season.

9.3 Under 10s – 18s awards for home and away season

The following awards will be presented at the end of the season for the Under 10s – 17s;

- Best and Fairest (by votes). Multiple winners are allowed and each receives a trophy (i.e. no count backs).
- Runner up Best and Fairest (by votes). Multiple winners are allowed and each receives a trophy (i.e. no count backs).
- Best team player. Selected at discretion of coach and support staff. Single award only.
- Coaches Award. Selected at discretion of coach and support staff. Single award only.
- Most Improved. Selected at discretion of coach and support staff. Single award only.

9.3.1 Best and fairest voting

The 'Best and Fairest' and 'Runner Up' will be determined by a combination of coaches and parents votes.

Each round there will be 2 voting cards - 1 to be completed by a rostered parent (not being the coach, assistant coach or runner) and 1 to be completed by the Coach (or his nominated team official i.e. runner, assistant coach). All votes carry equal weight and all votes will be recorded in a players end of season tally.

Before and during the match the parent and the coach (or his nominated official) may consult but at the conclusion of the game there is no further discussion between the two parties. The coach (or his nominated official) and the parent each then allocates their 5 votes. 5 votes for B & F down to 1 vote for 5th B & F of the match.

Both the Coach (or his nominated official) and the parent will fill out separately one voting card each after the match. Votes are then to be placed in an envelope which is then sealed and given to the Team Manager immediately after the game. The envelopes must remain sealed until the end of the season. A running tally of the votes must not be kept during the season.

Votes must be based on the players' performance on the day and their contribution to the team; they should not be given as encouragement awards or to reflect improvement unless they were genuinely one of the best five players on the day.

All votes must remain confidential with the winners to be announced at the Club's annual presentation day. Notwithstanding this, the Under 17s Black team may undertake a counting of the votes and announcement of the winners at an end of season function, although the official declaration of the winners and awarding of trophies will be made at the Club's annual presentation day.

If two or more players are tied on the same number of votes, they should be declared joint winners. The same applies to the runners up.

9.4 Under 11s – 18s awards for finals

A Best Finals Player award will be provided for each team who participates in two or more finals.

The method used to identify the best player of the home and away season will also apply to the finals series.

9.5 Award presentations

The awards outlined above (Sections 9.2 – 9.4) will be awarded at the Club’s Annual Presentation Day. Team officials should not disclose the award recipients prior to presentation day without the Committee’s approval.

9.6 Milestones

The Blackburn Junior Football Club will recognise the outstanding achievement of a player reaching 50/100 junior games, as follows:

Games	BJFC Recognition	EFL Recognition
50	Trophy and mention in BJFC newsletter	
100	Trophy and mention in BJFC newsletter	Medallion and mention in Eastern Footballer
150	Trophy and mention in BJFC newsletter	Mention in Eastern Footballer

The Club keeps a list of games played at Blackburn Junior Football Club. The list is provided to team managers at the start of the season. Players who transfer from another Club, should advise their team manager of the number of games played.

The Team Manager will advise the Club when a player is approaching his/her milestone.

10 Player Safety Policy

Blackburn Junior Football Club seeks to provide a safe playing environment for its players and spectators.

10.1 Medical notification

At the start of the season each player must submit a medical form.

The player (or parents) must advise of any conditions that would place the player at risk or could impede his/her ability to participate.

The medical forms are retained by the team trainer and destroyed at the end of the season.

Players (or parents) must notify their coach and or trainer of any changes in circumstances (injury / health problem etc) that could place the player at greater risk.

10.2 Injuries

The health and safety of the Club's players, personnel and spectators is the Club's most important priority and overrides any other consideration including winning games and finals.

There may be occasions during the season when injuries occur.

All teams must have a qualified Trainer (Refer Section 10.8). At least one parent or guardian of each child is expected to remain at training and during the games, to attend to any off site medical attention that their child may need.

Before games the responsibility for a player's capacity to play the relevant game rests with the player's parents/guardian. Although the relevant Trainer and coach may be consulted concerning this issue, any decision must ultimately be made by the player's parents/guardian.

During games the responsibility for the health and safety of players rests with the Trainer together with the player's parents/guardian. Any decision concerning this issue must ultimately be made by the player's parents/guardian together with the Trainer.

During games in the event of an injury or injury/health concern other Club personnel including coaches and assistant coaches are to be guided by the Trainer and the player's parents/guardian concerning the player's capacity to play the game and any decision concerning this issue must ultimately be made by the player's parents/guardian together with the Trainer.

It is the responsibility of the Trainer to administer any medications or substances/sprays etc but consent must be provided as set out below.

Except in the case of an emergency, no medications, medical assistance or substances/sprays etc are to be provided by the Trainer to a player without the consent of the player's parents/guardian. To avoid doubt this does not include minor and routine assistance to a player such as stretching/rub down/ice assistance for a muscle strain or similar type of injury which may be provided as a matter of course and without the need for consent of the player's parents/guardian.

The cost of transportation and/or medical treatment is the responsibility of the parent/guardian.

Any player who is sent to an hospital for treatment as a result of an incident at a game or training, must provide a medical certificate stating that they are fit to play, prior to resuming training / playing.

All injuries are to be reported to the Trainer in the first instance. Serious injuries (i.e. those that may require medical treatment) should be reported to the Team Manager who should then inform the Club Secretary within 24 hours.

Team managers are provided with accident forms in their kits.

If the Coach or Trainer is concerned about a player's fitness they may require the player to provide a medical certificate stating that they are fit to play, prior to resuming training / playing.

10.2.1 Concussion

The most important element in the management of concussion is the welfare of the player in the short and long term.

The Club recommends a conservative approach to the management of concussion. In particular, the Club adopts the key AFL concussion management principle, namely "If in doubt, sit them out."

Any player who suffers a concussion or suspected concussion as a result of an incident at a game or training, **must** not return to the field.

If a coach or trainer suspects a player may have suffered a concussion at a game or training, s/he **must** require the player to provide the coach or trainer a medical certificate stating that the player is fit to play, prior to resuming training / playing.

Any player who suffers a concussion or suspected concussion away from the field **must** provide the coach or trainer with a medical certificate stating that the player is fit to play, prior to resuming training / playing.

The priority for players is the successful return to learning and school before returning to playing."

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The priority for players is the successful return to learning and school before returning to playing.

10.3 Mouthguards

Players must wear a mouth guard during matches and at training. The Club organises for mouth guards to be fitted and purchased prior to each season to assist in the facilitation of this policy. Team managers are supplied with one 'boil it' mouth guards. Any player who forgets

his/her mouth guard may use it provided that they replace it with a new mouth guard prior to the next game.

10.4 Under 8s – 12s helmets

The wearing of helmets is compulsory in the Under 9s – 12s teams.

10.5 Under 13s – 18s helmets

The wearing of helmets in Under 13s – 18s is at the discretion of the individual players and their parents. Any child playing up is actively encouraged to wear a helmet.

10.6 Extreme weather

When weather is inclement the coach will decide if training is to proceed and coaches will always defer to player safety.

If lightning is present at the commencement of training then training will not proceed until the lightning dissipates. Players and coaches should seek shelter. Parents should feel free to take their children home.

A coach should cancel training if s/he believes that weather conditions are unsuitable.

When the weather is extremely cold or inclement parents should decide if they want to subject their child to training in such conditions. The decision ultimately remains with the parents.

In heat conditions (pre and early season) parents should decide if they want to subject their child to training in such conditions. The decision ultimately remains with the parents.

Selection in the team for matches will be in accordance with the Club's policy on selection and game time. Cancellation of training or non attendance due to severe weather conditions shall not be a factor in selection.

Parents are encouraged to remain at training and games, especially in times of extreme weather.

10.7 Ground safety

The Coach should satisfy him/herself that the ground and weather condition are such that it is safe to play football.

If the Coach considers that the conditions are not safe, s/he should first consult with his/her team manager and the coach and team manager of the opposing team to discuss the matter.

If the Coach still considers that the conditions are not safe s/he, should immediately raise the matter with the field umpire, although it should be noted that the EFL does not give the umpires the responsibility of determining whether an oval is fit for play.

If the matter still can not be resolved s/he should immediately contact the Club President or a member of the Executive Committee who will liaise with the EFL.

The Club will fully support a coach who determines and can demonstrate that the conditions are unsafe for football.

A parent or parents may determine that the conditions are not safe for their child and withdraw them from the game without fear of recrimination.

10.8 Trainers

Each team must have a suitably qualified trainer in attendance for the duration of the game. In order to achieve this:

- Under 8, 9 and Under 10 teams must have one or more Trainers with a minimum Level 2 First Aid qualification.
- Under 11 to 15 teams must have one or more Trainers with a minimum Level 1 Sports Trainer qualification.
- Under 11 to 15 teams competing in finals must have two Trainers one of which must hold a minimum Level 1 Sports Trainer qualification.
- Under 17 and 18 teams must have two Trainers, both of whom must hold a Level 1 Sports Trainer qualification or higher.

11 Smoking and Alcohol

Blackburn Junior Football Club seeks to provide a safe and healthy environment for its players and spectators.

11.1 No smoking

The Blackburn Junior Football Club is strongly opposed to smoking at all Junior Football activities. Whilst we acknowledge the individual right to smoke we also recognise the potential health implication associated with smoking.

Coaching staff must not smoke whilst they are actively engaged in coaching.

Support staff must not smoke whilst in the presence of children on the ground.

Parents and supporters are encouraged not to smoke at junior football matches and events.

Smoking is not allowed in the clubrooms, change rooms and in the coach's box.

All persons associated with the Club must comply with these requirements. Any breaches should be reported and will be managed in accordance with our Issues Resolution Policy.

In doing so, the Club may adopt the following response:

1. Assume that the person is unaware of the SmokeFree policy.
2. The Team Manager or a member of the Executive Committee will approach the person breaching the policy and politely ask them to refrain from smoking and remind them about the SmokeFree policy.
3. If the offence continues, then a member of the Executive Committee will verbally warn them again and hand over a formally written letter that outlines the Club's policy on smoking. The offending patron must also be made aware that if they don't stop smoking then they will be required to leave the Club's facility. The Club's management committee will sign off on the letter. This letter will be pre-written and kept both behind the bar and in the Club secretary's office so that copies are readily available.
4. If the offence does continue then the patron will be escorted out of the facility by staff and/or a senior Club representative.
5. The Club may suspend a team official, match day official or committee member who continues to breach the policy.

11.2 Alcohol policy

A total prohibition on alcohol consumption within the reserve applies during game days, whilst games are in progress and during training sessions.

There is also a total prohibition of alcohol on the ground during training nights or other events sanctioned by the Committee. The latter applies to training nights etc held at other grounds.

While alcohol may be served on social occasions, it may only be served:

- in accordance with liquor licensing requirements; and
- in a responsible manner.

Alcohol must not be served to nor consumed by persons who are:

- under 18 years of age; and /or
- intoxicated

All persons associated with the Club must comply with these requirements. Any breaches should be reported and will be managed in accordance with our Issues Resolution Policy.

In doing so, the Club may adopt the following response:

1. Assume that the person is unaware of the Alcohol Policy.
2. The Team Manager or a member of the Executive Committee will approach the person breaching the policy and politely ask them to refrain from drinking alcohol and remind them about the Alcohol Policy.
3. If the offence continues, then a member of the Executive Committee will verbally warn them again and hand over a formally written letter that outlines the Club's policy on alcohol consumption. The offending patron must also be made aware that if they don't comply then they will be required to leave the Club's facility. The Club's management committee will sign off on the letter. This letter will be pre-written and kept both behind the bar and in the Club secretary's office so that copies are readily available.
4. If the offence does continue then the patron will be escorted out of the facility by staff and/or a senior Club representative.

The Club may suspend a team official, match day official or committee member who continues to breach the policy.

12 Coaching Policy

Blackburn Football Club seeks to appoint the best available coaches to lead its teams.

12.1 Coaching appointments

At the end of the season, the Club will declare all coaching positions vacant and invite existing and new coaches to apply for coaching positions in the following year.

Coaches must be able to demonstrate that they have the right attributes to coach relevant to the applicable age group.

12.2 Tenure

A coach shall be appointed for one year. He/she may be appointed to coach the same team for a second year.

Should no suitable applicant be forthcoming, the committee may consider approaching the incumbent coach for a third consecutive season.

12.3 Coaching attributes

Our coaches are expected to:

Be **qualified** and in doing so:

- must have a Level 1 qualification or in receipt of a Level 1 coaching qualification by May 31 in the year that they are coaching (NB the Club will pay the fees for attending a Level 1 course).
- must have a valid working with children check prior to commence pre-season training and for the duration of the season.
- must attend BFC coaches' nights

Act **responsibly** and in doing so:

- adhere at all times to the EFL's code of conduct.
- adhere at all time's to the club's policies.
- not speak to the media without the consent of President or Vice President.
- not enter into any commercial arrangements or make purchases without the consent of the President, Vice President or Treasurer.

Display a sense of **professionalism** and in doing so:

- wear appropriate attire, including black pants and a Club polo/hoodie/jacket to all games.
- promote the 'Blackburn' brand of football.
- make decisions which are in the best interests of our players and the club.

Display **fairness** and in doing so:

- respect all players.
- adhere to the club's policies.
- maintain records of the number of games played for each player and the amount of game time they receive.

Demonstrate **commitment** to their team and the club and in doing so:

- arrive promptly and well prepared for training and games.
- attend family nights and other key events (incl. jumper presentation day, presentation day and the Auskick Superclinic).

Show **leadership** and in doing so:

- display sincerity, integrity and honesty.
- base actions on reason and not emotions.
- set goals and share a vision with your team.
- display confidence and inspire players.
- be fair to all players and responsive to their sensitivities.
- seek out and listen to the opinions of others to help you succeed.

Build an appropriate **support network** and in doing so enlist a team manager, assistant coach and runner who are responsible, and who are prepared to act in accordance with the policies and values of the club.

13 Girl's football

Blackburn Football Club actively encourages girls to play football.

13.1 Support for female football

Blackburn Junior Football Club actively encourages girls to play football.

Girls regularly play in our 'mixed' teams up to the Under 14s.

The Club will continue to host girls' only teams where there is sufficient demand.

13.2 Applicable policies

The policies set out in this document apply equally to the girls as to the boys. Hence an Under 12 girls' team shall be managed in accordance with the policies for an Under 12 mixed team.

However, the rules for girls-only football can vary. Accordingly the policies may be varied from time to time to ensure that they are applicable to girls' football provided they comply with legislative requirements and the objectives of the Club.

14 Issue Resolution

Blackburn Junior Football Club seeks to ensure that any issues raised are resolved in a timely and amicable manner to the satisfaction of all parties.

14.1 Raising a concern

Any person wishing to raise an issue should do so as follows:

- Team related – raise with team manager or coach;
- General nature – raise with committee member, preferably the Club Secretary

14.2 Team complaints

14.2.1 Parents/Players concerns about coaching

Our coaches are not paid. They volunteer a lot of time and effort to provide a positive learning environment for our children. Parents are asked to fully support and, where possible, assist coaches when required. If you have any concerns regarding the coach, you should inform the Team Manager and where possible, speak directly to the coach about your concerns. At no time should you attempt to confront a coach whilst training or a game is in progress.

14.2.2 Coaches concerns about parents

If a coach has a problem with a parent they should try to establish and maintain an open line of communication and talk to the parent about your concern. It is advisable that this is done in the presence of the Team Manager. Do not let the situation become heated. If the matter is not able to be resolved in this manner, it should be referred to the Coaches Coordinator who in turn may refer it to the Committee for mediation and resolution.

If a coach has a problem with a player they should talk to the player and express concerns. Discussions are always best undertaken in the presence of a parent. If concerns continue, Coaches have the authority to suspend players if the further incident warrants this action.

If they are unable to resolve the matter at that level they may refer it to the Club Secretary for consideration.

14.2.3 Player concerns about another player

If a player has an issue with another player, s/he (or their parents) should not take matters into their own hands but rather refer the matter to the coach in the first instance.

If they are unable to resolve the matter at that level they may refer it to the Club Secretary for consideration.

14.3 Complaints involving other Clubs

14.3.1 Complaints against another club

If a Club member has concerns about the behaviour of a player, team official or spectator, they should first raise the matter with the relevant BFC team manager who should address it by speaking to the opposing team manager.

If they are unable to resolve the matter, they may refer it to the Club Secretary for consideration.

Irrespective of the outcome any complaints made to an opposing club should be referred to the Club Secretary for noting.

14.3.2 Complaints by another club

If a representative of another Club wishes to raise a concern, they should do so in the first instance with the relevant BFC team manager.

If they are unable to resolve the matter, they may refer it to the Club Secretary for consideration.

Irrespective of the outcome any complaints received from an opposing club should be referred to the Club Secretary for noting.

14.4 Complaints to the Club Secretary

The Club Secretary shall act as the Club's Complaints Officer.

14.4.1 Responsible officers

Depending on the nature of the issue the Secretary will, in consultation with the President, refer the matter to the relevant Club Official for investigation and resolution, typically:

Matter	Investigating Officer
Player selection, game time etc	Football Director
Coaches and other team officials behaviour	Football Director
Player behaviour	Welfare Manager
Matters involving claims of vilification, discrimination and bullying	Welfare Manager
Parent / spectator behaviour	Welfare Manager
Matters involving the EFL and/or other clubs	Welfare Manager

Depending upon the nature of the issue the matter may be referred to a third party either internally or externally to the Club (e.g. Child Protection Officer).

The Club President, Vice President and Secretary are the only representatives of the Club who may lodge an official complaint with another team, the EFL or any other organisation.

14.4.2 Resolution

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

- The extent of the issue, i.e., if it is likely to have a wider effect in the 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; and
- What resources may be needed to resolve the issue.

On receiving a complaint the Investigating Officer shall:

- inform the person alleged to have contravened the Policy (the respondent) of the complaint and provide the respondent with an opportunity to respond to it;
- obtain statements from any witnesses identified by both parties to the complaint;
- where available, obtain any other evidence;
- arrange for the complaint to be conciliated, by an independent conciliator agreed upon by both parties;
- take all steps necessary for the complaint to be conciliated within 5 working days from the day on which the incident is alleged to have occurred;
- ensure that where a matter is resolved by conciliation the only public statement made shall be agreed to by both parties to the complaint and the Club's President and that the terms of any settlement are finalised to the satisfaction of the complainant and respondent and signed by the parties and the conciliator.

14.5 Sanctions

Where a Club member is found to have breached Club policy, the Club may adopt the following response:

14.5.1 Committee

By taking a role in the Junior Committee, each member accepts the collective responsibilities this entails. Each member must ensure that his/her behaviour and demeanour sets an example for others to follow. Possible consequences of breaches of the Code may include:

- Written Warning: (By Executive Committee / Delegated Committee Representative)
- Written Caution: (By Executive Committee - after appearing before a recommended constituted panel - to be comprised of at least two of: Relevant Coordinator, Secretary or delegated Board representatives)
- Suspension: (decision of Executive Committee)

14.5.2 Players

Part of learning how to play the game is learning how to conduct themselves both on and off the field. Players must be aware that Blackburn Junior Football Club demands the highest standards of behaviour. Possible consequences of breaches of the Code, may include:

- 'Formal' Verbal Warning: (Coach) - Coach to handle the initial on-field misdemeanours.
- (b) Written Warning: (Committee /Delegate)
- Written Caution: (By Executive Committee - after appearing before an appropriately constituted panel - to be comprised of at least two of: Football Manager and/or committee representative, Team Manager, Coach, Team Captain)
- Suspension: (By Executive Committee).
- Deregistration: (By Executive Committee).

14.5.3 Coaches

A coach is mentor, role model, teacher and counsellor to players. Parents and players therefore should expect that the behaviour and demeanour of coaches is not only exemplary but beyond reproach. Possible consequences of breaches of the Code (graded):

- Warning: (Football Manager / Executive Committee Representative)
- Written Caution: (By Executive Committee - after appearing before an appropriately constituted panel - to be comprised of at least two of: Football Manager and two other relevant officials, approved by the Junior Committee)
- Suspension (By Executive Committee)

14.5.4 Parents

Parents of players at Blackburn Junior Football Club have the right to expect that the Club will provide a safe, harmonious and enjoyable environment for their child to play football. The Club in return expects that parents will ensure that their behaviour does not bring the Club into disrepute. Possible consequences of breaches of the Code (graded):

- Warning: (By Team Manager / Executive Committee representative)
- Written Caution: (By Executive Committee - after appearing before an appropriately constituted panel - to be comprised of at least two of: Football Manager and two other relevant officials, approved by the Executive Committee)
- Suspension: (By Executive Committee)

Care needs to be exercised to ensure that players are not penalised for the behaviour of others.

14.6 Confidentiality

Confidentiality must be maintained throughout the complaints process. All parties to a complaint must all agree to the maintenance of confidentiality. No person involved in the complaints process should publicly comment on any aspect of the complaints process without the prior written agreement of all parties.

15 Child Safe Policy

15.1 Purpose

This policy was written to demonstrate the strong commitment of the executive committee, general committee and volunteers of the Blackburn Football Club (Juniors) (the Club) to child safety and to provide an outline of the policies and practices the Club has developed to keep everyone safe from any harm, including abuse.

15.2 Commitment to Child Safety

All children who are a part of the Club have a right to feel and be safe. The welfare of the children in our care will always be our first priority and the Club has a zero tolerance to child abuse. The Club aims to create a child safe and child friendly environment where children feel safe and have fun and the Club's activities are always carried out in the best interests of the children.

15.3 Application of this Policy

This policy was developed by the Club and in collaboration with our volunteers.

This policy applies to all individuals involved in our organisation (paid and volunteer) including, but not limited to:

- Administrators
- Coaches
- Officials
- Participants
- Parents
- Spectators
- Contractors.

All of the people to which this policy applies have a role and responsibility in relation to child protection. They must all:

- understand the indicators and risks of child abuse;
- appropriately act on any concerns raised by children; and
- understand and follow all applicable laws in relation to the protection of children and reporting or management of child safety concerns.

15.4 Child Abuse

Child abuse can take a broad range of forms including physical abuse, sexual abuse, emotional or psychological abuse including via social media and neglect. People to whom this policy applies need to be aware that child abuse can occur whenever there is actual or potential harm to a child, and these are circumstances that the Club is committed to reducing the risk of occurrence.

15.5 Children's Rights to Safety and Participation

The Club encourages children to express their views about their safety. We listen to their suggestions, especially on matters that directly affect them. We actively encourage all children who use our services to 'have a say' about things that are important to them.

We teach children about what they can do if they feel unsafe. We listen to and act on any concerns children, or their parents, raise with us.

We have a Child Safety officer who complaints can be made to, and we have executive and general committee members who are aware of and committed to the importance of child safety.

15.6 Valuing Diversity

We value diversity and do not tolerate any discriminatory practices. To achieve this we:

- value and promote the cultural safety, participation and empowerment of Aboriginal children and their families including by welcoming Aboriginal players into the Club;
- value and promote the cultural safety, participation and empowerment of children from culturally and/or linguistically diverse backgrounds and their families;
- welcome children with a disability and their families and act to promote their participation including by holding an annual All Abilities clinic for children with special needs;
- seek appropriate volunteers from diverse cultural backgrounds; and
- implement anti vilification and discrimination education for all our junior teams.

15.7 Recruiting volunteers

The Club takes the following steps to ensure best practice standards in the recruitment and screening of it's volunteers:

- Interview and conduct referee checks on all coaches
- Require Working with Children Checks for our coaches, assistant coaches, team managers, trainers and runners.
- Require our coaches and assistant coaches to obtain an AFL Victoria level 1 coaching course
- Require our coaches to sign the Club's Child Safe Code of Conduct

Our commitment to Child Safety and our screening requirements are included in all coaching applications and as part of the induction process for our volunteers which includes the Club's use of the BlueQ system in conjunction with the EFL.

15.8 Supporting our volunteers

The Club seeks to attract and retain the best volunteers. We provide support and supervision so people feel valued, respected and fairly treated. For example we run education sessions for our coaches, anti vilification talks for our players and coaches, and a biannual Community and Social Responsibility night. We also subscribe to Sports Chaplaincy Australia in the event that a chaplain is required to assist a volunteer or player or parent. We have also developed a Child Safe Code of Conduct to provide guidance to our volunteers, all of whom are required to sign the Code.

15.9 Reporting a child safety concern or complaint

The Club has appointed our player welfare manager Tim Jacobs as a Child Safety Officer with the specific responsibility for responding to any complaints made by volunteers, parents or children. Tim can be contacted by email at tjacobs@vicbar.com.au or on 0412 411 773. Our complaints process is outlined in our Child Safe reporting procedures.

15.10 Risk Management

We recognise the importance of a risk management approach to minimising the potential for child abuse or harm to occur and use this to inform our policy, procedures and activity planning. In addition to general occupational health and safety risks, we proactively manage risks of abuse to our children. For example we have adopted the AFL Victoria social media policy.

To reduce the risk of child abuse occurring, adults to whom this policy applies should avoid or minimise direct, unsupervised contact with children. For example, this should be a consideration when:

- using change room facilities;
- using accommodation or overnight stays;
- travel; or
- physical contact when coaching or managing children.

15.11 Reviewing this policy

This policy will be reviewed every two years and we undertake to seek views, comments and suggestions from children, parents, carers, and volunteers involved in the Club.

16 Child Safe Code of Conduct

This Code of Conduct outlines appropriate standards of behaviour by adults towards children.

The Code of Conduct aims to protect children and reduce any opportunities for abuse or harm to occur. It also helps staff and volunteers by providing them with guidance on how to best support children and how to avoid or better manage difficult situations. This Code of Conduct applies to all people involved in the activities of the Blackburn Football Club (Juniors), including coaches, officials, volunteers and parents.

All coaches and volunteers are responsible for promoting the safety and wellbeing of children and young people by:

- Adhering to our Child Safe Policy, this Code of Conduct and other policies
- Taking all reasonable steps to protect children from abuse
- Treating everyone with respect, including listening to and valuing their ideas and opinions
- Welcoming all children and their families and carers and being inclusive
- Respecting cultural, religious and political differences and acting in a culturally sensitive way, particularly when interacting with children who are Aboriginal or otherwise culturally or linguistically diverse and those with a disability
- Modelling appropriate adult behaviour
- Listening to children and responding to them appropriately
- Reporting and acting on any breaches of this Code of Conduct, complaints or concerns appropriately and treat them seriously and with respect.
- Complying with our guidelines on physical contact with children
- Working with children in an open and transparent way – other adults should always know about the work you are doing with children
- Respecting the privacy of children and their families, and only disclosing information to people who have a need to know.

Coaches and volunteers **MUST NOT**:

- Seek to use children in any way to meet the needs of adults
- Ignore or disregard any concerns, suspicions or disclosures of child abuse
- Use prejudice, oppressive behaviour or language with children
- Discriminate on the basis of age, gender, race, culture, vulnerability or sexuality
- Initiate unnecessary physical contact with children or do things of a personal nature that children can do for themselves, such as toileting or changing clothes
- Develop 'special' relationships with specific children or show favouritism through the provision of gifts or inappropriate attention
- Exchange personal contact details such as phone number, social networking site or email addresses with children, except where necessary for a football related purpose such as availability to play or train
- Have unauthorised contact with children and young people online or by phone.

By observing these standards you acknowledge your responsibility to immediately report any breach of this code to the Blackburn Football Club (Juniors).

This Code of Conduct will be reviewed bi annually.

I have read this Code of Conduct and agree to abide by it at all times.

Name: _____ Signature: _____

Role: _____ Date: _____

17 Child Safety Reporting Procedures

The Blackburn Football Club (Juniors) is committed to thoroughly and quickly responding to any allegations of abuse in order to protect the safety of our players.

The safety and welfare of our players are paramount and are more important than, for example, the reputation of our club and winning games of football.

17.1 Initial reporting to volunteer

If a player discloses an allegation to a club volunteer the volunteer shall:

- show concern and empathy for the player;
- listen to what they are saying including by letting them use their own words;
- tell the player that they did the right thing by telling them;
- let them know what will happen next; and
- inform the Club's Child Safety Officer.

The volunteer must not:

- make promises you cannot keep eg such as promising you won't tell anyone;
- push the player into giving details of the alleged abuse. The role of the volunteer is to listen and not to investigate; and
- indiscreetly discuss the circumstances of the incident with others not directly involved with the player.

17.2 Next steps

The Club via it's Child Safety Officer and executive committee will initially consider which steps to take which may include:

- providing appropriate support to the player and their family including counselling;
- commencing an internal investigation;
- reporting to an external authority; and
- obtaining legal advice.

If appropriate the Club should consult the Police or Department of Human Services (DHS) regarding how they want the Club to proceed before undertaking any internal investigation.

Such bodies may for example want to speak to the accused or witnesses before the Club does this.

17.3 Internal investigation

When an internal investigation is conducted the specific details concerning the incident should be obtained by asking questions such as:

- Can you tell me what happened from the start?
- When and where did the incident occur?
- Did anyone see the incident?
- Who was there?
- What was said?
- Did you make a note of what happened including via text or social media message etc?

All participants in the investigation must be required to maintain confidentiality and should be required to sign a confidentiality agreement as part of this process.

Depending on the circumstances the Club should consider appointing an independent and external investigator who is suitably qualified.

All participants must be afforded procedural fairness. To ensure this, the accused must be made aware of the allegations against them in sufficient detail and must be allowed a reasonable opportunity to respond to them.

The investigator may then seek to interview all relevant witnesses and gather all relevant documents. They should then prepare a witness statement for each participant to record their version of events and sign.

The investigator should then prepare a comprehensive report setting out their findings on the balance of probabilities and their reasoning for the findings. All information collated as part of the investigation should be attached to the investigation report and stored in an appropriate location to ensure confidentiality.

It's very important that the report is kept confidential and not circulated or disseminated.

17.4 Reporting obligations

If any person (aged 18 or over) forms a belief on reasonable grounds that a sexual offence has been committed in Victoria against a child (under the age of 16 years) by another person (aged 18 or older), that person must make a report to the police as soon as possible unless certain exceptions apply.

Committee members, volunteers or of age players of the Club should discuss their concerns and observations with the Club's Child Safety Officer who can assist the person to make the report to the police as required. The EFL and/or AFL Victoria can also be contacted on a confidential basis as required.

Any person (of any age) that forms a belief on reasonable grounds that a child is in need of protection from child abuse (physical, sexual, emotional, psychological or neglect) may disclose that information to the police or DHS. The Club encourages all persons with concerns to raise this directly with the Club's Child Safety Officer.

17.5 Making a report

Ring:

- Victoria police on 000 for emergencies;
- If not an emergency, call the Victoria Sexual Offences and Child Abuse Investigation Team on (03) 8690 4056.
- DHS on 1300 664 977 or 131 278 (AH). Ask for child protection.

The information needed for making a report is:

- name age and address of child;
- the reason for suspecting that the behaviour or injury is a result of abuse;
- an assessment of the level of danger to the child;
- a description of the injury or behaviour observed;
- the current whereabouts of the child;
- any other information about the family; and
- any specific cultural details eg English speaking or disability etc.

The person making the report should:

- ask that the Club be informed of each step of the procedure; and
- ask that if an interview is to take place at the club the visiting officer is in plain clothes and the time of the interview is specified so that the club can make appropriate arrangements.

If the complainant alleges that a crime has been committed by a committee member, coach, volunteer or contractor, that person will be stood aside immediately while an investigation takes place.

17.6 Further matters

Where an allegation has been made the Club will make secure and retain records of the allegation of child abuse and the Club's response to it.

If the child is to be interviewed by the police or DHS then the Club's child safety officer should offer to be present at the interview to give support.

If a report is made the child safety officer should confidentially inform AFL Victoria and the EFL so that any records can be amended or updated as is appropriate.

Throughout the process outlined above, the interests of the child and their family should be protected from unnecessary disclosure of information concerning the alleged abuse.

If any club volunteers, coaches players or parents have any queries concerning these procedures they should contact the club's child safety officer or an executive committee member.

These procedures will be reviewed in February 2019.



18 Social media guidelines

No adult within the club shall engage in individual social friendships with players on personal social media sites, or shall exchange personal contact details such as phone number, social networking site or email addresses with children, except where necessary for a football related purpose such as availability to play or train.

Multiple adults including an executive or general committee member should be part of the contact list and included in any social media communication with players on behalf of or regarding the club.

For any club social media platform, a club administrator needs to monitor posts and comments.

The club must obtain permission from parents for any use of a child's name or photo to be used in any postings.



Appendices

- 1: Summary of Under 8,9 Policies
- 2: Summary of Under 10 Policies
- 3: Summary of Under 11 and 12 Policies
- 4: Summary of Under 13 - 15 Policies
- 5: Summary of Under 17 Policies

19 Summary of Under 8, 9 Policies

The following provides a summary of the policies that apply to Blackburn Junior Football club's Under 8 and 9 teams. A full set of policies is available on the Club's website: www.blackburnfc.com.au. If there are any discrepancies between this summary and the Club's Policy Manual, the Manual shall prevail.

If you have any queries regarding these policies you should contact you team manager / coach in the first instance and then, if necessary the Club Secretary.

<p>Player Development (5.2)</p>	<p>In this age group the emphasis is placed on participation and enjoyment. Additional goals are the acquisition of football skills and the nurturing of physical and emotional development and wellbeing.</p> <p>The Club believes strongly in providing equal opportunities to players in the Under 8s and 9s. Players should be provided equal game time, although this may need to be averaged out over several weeks. Similarly players should be provided with the opportunity to play in all positions, although this may need to be averaged out over several weeks. We believe this to be the best way to provide young footballers with all round development regardless of their level of ability.</p>
<p>Training (5.2)</p>	<p>The Under 8s and 9s shall train one night a week.</p> <p>Players are encouraged to attend training and to participate in a cooperative manner. Non-attendance at training shall not affect a player's selection or game time.</p> <p>The Club does not provide first aid officers at training. Training may also be cancelled due to excessive heat, inclement weather or poor ground conditions. Accordingly, parents are expected to remain at training. They are also encouraged to assist the coaches with training.</p>
<p>Team size (6.2)</p>	<p>The Club considers that the ideal number of players in the Under 8 and 9 teams to be:</p> <ul style="list-style-type: none"> ○ 20 – if we are fielding three Under 8 or 9 teams or ○ 26 – if we are fielding two Under 8 or 9 teams.
<p>Team selection (6.2)</p>	<p>Team selection will be determined after registration day, although it is expected that teams will be based on school groupings. Generally the Club will seek to place all the players from the one school in the same team. However, if there is a significant number of players from one school, the Club may divide the players into two teams so as to avoid the dominance of players from one school over another.</p> <p>The teams should have an equal number of players to ensure that all players in the age group have access to equal playing opportunities.</p> <p>The Club will limit the number of players who turn 9 to 60 players.</p>
<p>Player numbers (7.1)</p>	<p>Where sufficient players are available a team of 20 players should be selected to play. The coach may use his/her discretion to field additional players.</p> <p>Subject to injury or other extenuating circumstances each player should be afforded the opportunity to play the same number of games as their team mates.</p> <p>Often teams do not have sufficient players. As such, any players who are rostered off are encouraged to attend the game as they may be offered an opportunity to play with the opposition.</p>
<p>Game time (7.1)</p>	<p>Subject to injury or other extenuating circumstances each player:</p> <ul style="list-style-type: none"> ○ should be afforded the same amount of game time over the course of the season. ○ selected on game day will play a minimum of half a game (equiv). <p>No player should play a full game until all players have had the opportunity of</p>

	playing at least half a game (equiv).
Positioning (7.1)	<p>Players should be provided with the opportunity to play in all positions (i.e. backline, centre/on ball, forward line and bench), although this may need to be averaged out over several weeks. We believe this to be the best way to provide young footballers with all round development regardless of their level of ability.</p> <p>Players should rotate their position on the ground at least once during the game, to maximize exposure to the game.</p>
Lightning Premiership / Finals (7.1)	<p>Depending on the number of teams allowed and the number of players interested in participating, there may be the need to depart from the above requirements.</p> <p>All players wishing to participate in the Lightning Premiership should be entitled to play. However, if there are too many players, priority will be given to those players who turn 9 that year and who have not participated before.</p> <p>Subject to injury or other extenuating circumstances, every player should be rostered for approximately the same amount of game time, although there may not necessarily be equal rotation through all positions.</p>
Captains (8.1)	The coach shall appoint a captain or co-captain each week. A player shall not be reappointed until all players have had the chance of being a captain.
Awards (9.2)	All Under 8 and 9 players will receive a participation trophy or medallion at the end of the season.
Mouthguards (10.3)	All players must wear a mouth guard during matches and at training.
Helmets (10.4)	The wearing of helmets is compulsory in the Under 8s – 12s teams.

20 Summary of Under 10 Policies

The following provides a summary of the policies that apply to Blackburn Junior Football club's Under 10 teams. A full set of policies is available on the Club's website: www.blackburnfc.com.au. If there are any discrepancies between this summary and the Club's Policy Manual, the Manual shall prevail.

If you have any queries regarding these policies you should contact you team manager / coach in the first instance and then, if necessary the Club Secretary.

<p>Player Development (5.2)</p>	<p>In this age group the emphasis is placed on participation and enjoyment. Additional goals are the acquisition of football skills and the nurturing of physical and emotional development and wellbeing.</p> <p>The Club believes strongly in providing equal opportunities to players in the Under 10s. Players should be provided equal game time, although this may need to be averaged out over several weeks. Similarly players should be provided with the opportunity to play in all positions, although this may need to be averaged out over several weeks. We believe this to be the best way to provide young footballers with all round development regardless of their level of ability.</p>
<p>Training (5.2)</p>	<p>The Under 10s shall train one night a week.</p> <p>Players are encouraged to attend training and to participate in a cooperative manner. Non-attendance at training shall not affect a player's selection or game time.</p> <p>The Club does not provide first aid officers at training. Training may also be cancelled due to excessive heat, inclement weather or poor ground conditions. Accordingly, parents are expected to remain at training. They are also encouraged to assist the coaches with training.</p>
<p>Team size (6.3)</p>	<p>The Club considers that the ideal number of players in these teams to be 26 but will offer a place to all players from the previous year. Should less than 26 players from the previous year register on time, the Club may offer a place to new players.</p>
<p>Team selection (6.3)</p>	<p>Team selection will be determined after registration day, although it is expected that teams will be based on school groupings. Generally the Club will seek to place all the players from the one school in the same team. However, if there are a significant number of players from one school, the Club may divide the players into two teams so as to avoid the dominance of players from one school over another.</p> <p>Depending on player numbers, the Club may need to alter the make up of the Under 10 teams from those that existed in Under 9s (e.g. where three Under 9 teams existed, it is most likely that they will need to be consolidated into two Under 10 teams which may result on some changes, so as to ensure two equally sized teams).</p> <p>The teams should have an equal number of players to ensure that all players in the age group have access to equal playing opportunities.</p>
<p>Player numbers (7.2)</p>	<p>Where sufficient players are available a team of 26 players should be selected to play.</p> <p>Subject to injury or other extenuating circumstances each player should be afforded the opportunity to play the same number of games as their team mates.</p> <p>Any player rostered off should be considered an 'emergency' and should attend the game to replace a player who may not be available or to assist the team (e.g. water carrier etc).</p>
<p>Game time (7.2)</p>	<p>Subject to injury or other extenuating circumstances each player:</p> <ul style="list-style-type: none"> ○ should be afforded the same amount of game time over the course of the season. ○ selected on game day will play a minimum of three quarters (equiv).

	No player should play a full game until all players have had the opportunity of playing at least three quarters (equiv).
Positioning (7.2)	<p>Players should be provided with the opportunity to play in all positions (i.e. backline, centre/on ball, forward line and bench), although this may need to be averaged out over several weeks. We believe this to be the best way to provide young footballers with all round development regardless of their level of ability.</p> <p>Players should rotate their position on the ground at least once during the game, to maximize exposure to the game.</p>
Lightning Premiership / Finals (7.2)	<p>Depending on the number of teams allowed and the number of players interested in participating, there may be the need to depart from the above requirements.</p> <p>All players wishing to participate in the Lightning Premiership should be entitled to play. However, if there are too many players, priority will be given to those players who turn 10 that year and who have not participated before.</p> <p>Subject to injury or other extenuating circumstances, every player should be rostered for approximately the same amount of game time, although there may not necessarily be equal rotation through all positions.</p>
Captains (8.2)	The coach shall appoint a captain or co-captain each week. A player shall not be reappointed until all players have had the chance of being a captain.
Awards (9.3)	<p>The following awards will be presented at the end of the season for the Under 10s – 17s;</p> <ul style="list-style-type: none"> • Best and Fairest (by votes and count back). Multiple winners are allowed and each receives a trophy (i.e. no count backs). • Runner up Best and Fairest (by votes and conduct). Multiple winners are allowed and each receives a trophy (i.e. no count backs). • Best team player. Selected at discretion of coach and support staff. Single award only. • Coaches Award. Selected at discretion of coach and support staff. Single award only. • Most Improved. Selected at discretion of coach and support staff. Single award only. <p>The 'Best and Fairest' and 'Runner Up' will be determined by a combination of coaches and parents votes. See section 9.3 on how this is to be implemented.</p> <p>If two or more players are tied on the same number of votes, they should be declared joint winners. The same applies to the runners up.</p>
Mouthguards (10.3)	All players must wear a mouth guard during matches and at training.
Helmets (10.4)	The wearing of helmets is compulsory in the Under 9s – 12s teams.

21 Summary of Under 11 and 12 Policies

The following provides a summary of the policies that apply to Blackburn Junior Football club's Under 11 and 12 teams. A full set of policies is available on the Club's website: www.blackburnfc.com.au. If there are any discrepancies between this summary and the Club's Policy Manual, the Manual shall prevail.

If you have any queries regarding these policies you should contact you team manager / coach in the first instance and then, if necessary the Club Secretary.

<p>Player Development (5.3)</p>	<p>In these age groups the emphasis is placed on participation and enjoyment. Additional focus is placed on skill development and team work supplemented through set plays and positioning.</p> <p>The Club believes strongly in providing equal opportunities to players in the Under 11s and 12s. Players should be provided equal game time, although this may need to be averaged out over several weeks. While some players at this age become naturally suited to set positions, we encourage players to try various positions. We believe this to be the best way to provide young footballers with all round development regardless of their level of ability.</p>
<p>Training (5.3)</p>	<p>The Under 11s and 12s may train one or two nights a week.</p> <p>Players are encouraged to attend training and to participate in a cooperative manner.</p> <p>Non-attendance at training shall not affect a player's selection or game time. However, a player who is not able to regularly attend training may be selected in the Red team where the coaches believe that the player's failure to regularly attend training could prejudice his/hers skill development and the ability to effectively compete at a higher level.</p> <p>The Club does not provide first aid officers at training. Training may also be cancelled due to excessive heat, inclement weather or poor ground conditions. Accordingly, parents are expected to remain at training. They are also encouraged to assist the coaches with training.</p>
<p>Team size (6.4)</p>	<p>The Club considers that the ideal number of players in these teams to be 26 but will offer a place to all players from the previous year. Should less than 26 players from the previous year register on time, the Club may offer a place to new players.</p>
<p>Team selection (6.4)</p>	<p>Players will be graded based on their individual abilities where there are enough players to form two competitive teams in the one age group. On this basis it is expected that the majority of the more competent players but not necessarily all the better players will be in the higher graded team (e.g. one team should not be too heavily top loaded as ball winners, ruckmen etc are required in all teams.</p> <p>The higher graded team shall be referred to as the Black team and the lower graded team known as the Red team.</p> <p>The teams will operate as separate teams (i.e. the Red team shall not be considered a 'reserve' team). Notwithstanding this, it is expected that the two teams will train together and that the coaches will cooperate during the selection process and in the sharing of players throughout the season should a team be short of players.</p> <p>The teams should have an equal number of players to ensure that all players in the age group have access to equal playing opportunities.</p> <p>In order to determine the formation of multiple teams, the two coaches should:</p> <ul style="list-style-type: none"> • observe all players during the pre-season 'try-out' period; • take into account the player assessments prepared by the previous year's coaches; • liaise with the previous year's coaches (if necessary);

	<ul style="list-style-type: none"> • liaise with the Blackburn Junior Football Club Football Manager; • agree the proposed composition of the two teams, and • forward the team lists to the Committee for approval. <p>The coaches should not disclose the composition of the recommended teams to any players or parents until the teams have been approved by the Committee. The Committee shall appoint a three person sub-committee to review the teams.</p> <p>Once the Under 11 teams have been established, the Club would prefer that the majority of the teams stay together in future years. However, it is important that players play in the most appropriate division having regard to their abilities and the competitiveness of our teams. In recognition of this and the fact that players develop at different rates (both physically and ability wise) all players will be assessed during the pre-season period to determine the most appropriate team that they should play in.</p>
Tryouts (6.4)	<p>The Club will determine a tryout period.</p> <p>During this period the coaches will assess the players.</p> <p>Players must attend a majority of the try-outs to be considered for the higher graded team. However, a player may be exempt from this requirement in exceptional circumstances and subject to the approval of the Executive Committee.</p> <p>Any player who does not participate in the try-outs will automatically be placed in the second team and will be assessed in their first two games to determine which team they should play in for the remainder of the season.</p>
Grievance (6.4)	<p>Any person who feels aggrieved should first raise the matter with the relevant coaches and or team managers. If the matter can not be resolved at that level, it may be referred to the Club Secretary prior to Round 3.</p>
Player numbers (7.3)	<p>Where sufficient players are available a team of 24 players should be selected to play.</p> <p>Subject to injury or other extenuating circumstances each player should be afforded the opportunity to play the same number of games as their team mates.</p> <p>Any player rostered off should be considered an 'emergency' and should attend the game to replace a player who may not be available or to assist the team (e.g. water carrier etc).</p>
Game time (7.3)	<p>Subject to injury or other extenuating circumstances each player:</p> <ul style="list-style-type: none"> ○ should be afforded the same amount of game time over the course of the season. ○ selected on game day will play a minimum of three quarters (equiv). <p>No player should play a full game until all players have had the opportunity of playing at least three quarters (equiv).</p>
Positioning (7.3)	<p>While some players at this age become naturally suited to set positions, the Club encourages players to try various. We believe this to be the best way to provide young footballers with all round development regardless of their level of ability.</p>
Finals – numbers (7.4)	<p>Where sufficient players are available a team of 24 players should be selected to play.</p> <p>Any player rostered off should be considered an 'emergency' and should attend the game to replace a player who may not be available or to assist the team (e.g. water carrier etc).</p>
Finals – player selection (7.4)	<p>Where a team will plays two or more finals then every player on the team list must be selected in at least one of the first two finals.</p> <p>Where a team is not guaranteed to play more than one final then team selection is at the discretion of the coaching staff. It is expected that a fair and reasonable selection process will be undertaken should the team continue to progress (i.e. the Committee expects that all players should be given the opportunity to play in finals).</p> <p>Where a team plays three or more finals, it is expected that a fair and reasonable</p>

	selection process will be undertaken to give all players equal opportunity to play in finals.
Finals – game time (7.4)	Subject to injury or other extenuating circumstances, every player selected in a finals game will play a minimum of half a game (equiv).
Finals – positioning (7.4)	Players should be positioned having regard to their abilities and the needs of the game.
Captains (8.2)	<p>Ideally a captain should be appointed for the season. Alternatively, the team may elect to appoint a leadership group.</p> <p>Where a captain is appointed, the team may also appoint a vice captain or vice captains.</p> <p>The coach may appoint the captain or invite the players to vote for whom they believe should be the captain. The coach should ensure that the captain demonstrates maturity, leads by example, has the respect of the players and, most importantly, complies with the Club’s behaviour policy.</p> <p>A player in the Under 11s – 15s teams should not be appointed as a captain for two or more consecutive seasons.</p>
Home & away awards (9.3)	<p>The following awards will be presented at the end of the season for the Under 10s – 17s;</p> <ul style="list-style-type: none"> • Best and Fairest (by votes and count back). Multiple winners are allowed and each receives a trophy (i.e. no count backs). • Runner up Best and Fairest (by votes and conduct). Multiple winners are allowed and each receives a trophy (i.e. no count backs). • Best team player. Selected at discretion of coach and support staff. Single award only. • Coaches Award. Selected at discretion of coach and support staff. Single award only. • Most Improved. Selected at discretion of coach and support staff. Single award only. <p>The ‘Best and Fairest’ and ‘Runner Up’ will be determined by a combination of coaches and parents votes. See section 9.3 on how this is to be implemented.</p> <p>If two or more players are tied on the same number of votes, they should be declared joint winners. The same applies to the runners up.</p>
Finals awards (9.4)	<p>A Best Finals Player award will be provided for each team participating in the grand final.</p> <p>The method used to identify the best player of the home and away season will also apply to the finals series.</p>
Mouthguards (10.3)	All players must wear a mouth guard during matches and at training.
Helmets (10.4)	The wearing of helmets is compulsory in the Under 9s – 12s teams.

22 Summary of Under 13 - 15 Policies

The following provides a summary of the policies that apply to Blackburn Junior Football club's Under 13 - 15 teams. A full set of policies is available on the Club's website: www.blackburnfc.com.au. If there are any discrepancies between this summary and the Club's Policy Manual, the Manual shall prevail.

If you have any queries regarding these policies you should contact you team manager / coach in the first instance and then, if necessary the Club Secretary.

<p>Player Development (5.4)</p>	<p>In these age groups there is still an emphasis on participation and enjoyment but with an increasing focus on development as the players mature.</p> <p>The Club believes strongly in providing equal opportunities to players in the Under 13s – 15s. Players should be provided equal game time, although this may need to be averaged out over several weeks. Players are still encouraged to try various positions while recognizing that this is a time when players can begin to specialize as they develop and mature.</p>
<p>Training (5.4)</p>	<p>The Under 13s – 15s shall train two nights a week.</p> <p>Players must wear mouthguards at training.</p> <p>Non-attendance at training shall not affect a player's selection or game time. However, a player who is not able to regularly attend training may be selected in the Red team where the coaches believe that the player's failure to regularly attend training could prejudice his/hers skill development and the ability to effectively compete at a higher level.</p> <p>The Club does not provide first aid officers at training. Training may also be cancelled due to excessive heat, inclement weather or poor ground conditions. Accordingly, parents are expected to remain at training. They are also encouraged to assist the coaches with training.</p>
<p>Team size (6.4)</p>	<p>The Club considers that the ideal number of players in these teams to be 26 but will offer a place to all players from the previous year. Should less than 26 players from the previous year register on time, the Club may offer a place to new players.</p>
<p>Team selection (6.4)</p>	<p>Players will be graded based on their individual abilities where there are enough players to form two competitive teams in the one age group. On this basis it is expected that the majority of the more competent players but not necessarily all the better player will be in the higher graded team (e.g. one team should not be too heavily top loaded as ball winners, ruckmen etc are required in all teams.</p> <p>The higher graded team shall be referred to as the Black team and the lower graded team known as the Red team.</p> <p>The teams will operate as separate teams (i.e. the Red team shall not be considered a 'reserve' team). Notwithstanding this, it is expected that the two teams will train together and that the coaches will cooperate during the selection process and in the sharing of players throughout the season should a team be short of players.</p> <p>The teams should have an equal number of players to ensure that all players in the age group have access to equal playing opportunities.</p> <p>In order to determine the formation of multiple teams, the two coaches should:</p> <ul style="list-style-type: none"> • observe all players during the pre-season 'try-out' period; • take into account the player assessments prepared by the previous year's coaches; • liaise with the previous year's coaches (if necessary); • liaise with the Blackburn Junior Football Club Football Manager; • agree the proposed composition of the two teams, and • forward the team lists to the Committee for approval.

	<p>The coaches should not disclose the composition of the recommended teams to any players or parents until the teams have been approved by the Committee. The Committee shall appoint a three person sub-committee to review the teams.</p> <p>Once the Under 11 teams have been established, the Club would prefer that the majority of the teams stay together in future years. However, it is important that players play in the most appropriate division having regard to their abilities and the competitiveness of our teams. In recognition of this and the fact that players develop at different rates (both physically and ability wise) all players will be assessed during the pre-season period to determine the most appropriate team that they should play in.</p>
Tryouts (6.4)	<p>The Club will determine a tryout period.</p> <p>During this period the coaches will assess the players.</p> <p>Players must attend a majority of the try-outs to be considered for the higher graded team. However, a player may be exempt from this requirement in exceptional circumstances and subject to the approval of the Executive Committee.</p> <p>Any player who does not participate in the try-outs will automatically be placed in the second team and will be assessed in their first two games to determine which team they should play in for the remainder of the season.</p>
Grievance (6.4)	<p>Any person who feels aggrieved should first raise the matter with the relevant coaches and or team managers. If the matter can not be resolved at that level, it may be referred to the Club Secretary prior to Round 3.</p>
Player numbers (7.5)	<p>Where sufficient players are available a team of 24 players should be selected to play.</p> <p>Subject to injury or other extenuating circumstances each player should be afforded the opportunity to play the same number of games as their team mates.</p> <p>Any player rostered off should be considered an 'emergency' and should attend the game to replace a player who may not be available or to assist the team (e.g. water carrier etc).</p>
Game time (7.5)	<p>Subject to injury or other extenuating circumstances each player:</p> <ul style="list-style-type: none"> ○ should be afforded the same amount of game time over the course of the season. ○ selected on game day will play a minimum of three quarters (equiv). <p>No player should play a full game until all players have had the opportunity of playing at least three quarters (equiv).</p>
Positioning (7.5)	<p>While some players at this age become naturally suited to set positions, the Club encourages players to try various. We believe this to be the best way to provide young footballers with all round development regardless of their level of ability.</p>
Finals – numbers (7.6)	<p>Where sufficient players are available a team of 24 players should be selected to play.</p> <p>Any player rostered off should be considered an 'emergency' and should attend the game to replace a player who may not be available or to assist the team (e.g. water carrier etc).</p>
Finals – player selection (7.6)	<p>Where a team will plays two or more finals then every player on the team list must be selected in at least one of the first two finals.</p> <p>Where a team is not guaranteed to play more than one final then team selection is at the discretion of the coaching staff. It is expected that a fair and reasonable selection process will be undertaken should the team continue to progress (i.e. the Committee expects that all players should be given the opportunity to play in finals).</p> <p>Where a team plays three or more finals, it is expected that a fair and reasonable selection process will be undertaken to give all players equal opportunity to play in finals.</p>
Finals – game time	<p>Subject to injury or other extenuating circumstances, every player selected in:</p> <ul style="list-style-type: none"> • A finals game (except the grand final) will play a minimum of half a game

(7.6)	(equiv). <ul style="list-style-type: none"> The grand final will play a minimum of one quarter (equiv).
Finals – positioning (7.6)	Players should be positioned having regard to their abilities and the needs of the game.
Captains (8.2)	Ideally a captain should be appointed for the season. Alternatively, the team may elect to appoint a leadership group. Where a captain is appointed, the team may also appoint a vice captain or vice captains. The coach may appoint the captain or invite the players to vote for whom they believe should be the captain. The coach should ensure that the captain demonstrates maturity, leads by example, has the respect of the players and, most importantly, complies with the Club’s behaviour policy. A player in the Under 11s – 15s teams should not be appointed as a captain for two or more consecutive seasons.
Home & away awards (9.3)	The following awards will be presented at the end of the season for the Under 10s – 17s; <ul style="list-style-type: none"> Best and Fairest (by votes and count back). Multiple winners are allowed and each receives a trophy (i.e. no count backs). Runner up Best and Fairest (by votes and conduct). Multiple winners are allowed and each receives a trophy (i.e. no count backs). Best team player. Selected at discretion of coach and support staff. Single award only. Coaches Award. Selected at discretion of coach and support staff. Single award only. Most Improved. Selected at discretion of coach and support staff. Single award only. The ‘Best and Fairest’ and ‘Runner Up’ will be determined by a combination of coaches and parents votes. See section 9.3 on how this is to be implemented. If two or more players are tied on the same number of votes, they should be declared joint winners. The same applies to the runners up.
Finals awards (9.4)	A Best Finals Player award will be provided for each team participating in the grand final. The method used to identify the best player of the home and away season will also apply to the finals series.
Mouthguards (10.3)	All players must wear a mouth guard during matches and at training.
Helmets (10.5)	The wearing of helmets in Under 13s – 17s is at the discretion of the individual players and their parents. Any child playing up is actively encouraged to wear a helmet.

23 Summary of Under 17 Policies

The following provides a summary of the policies that apply to Blackburn Junior Football club's Under 17 teams. A full set of policies is available on the Club's website: www.blackburnfc.com.au. If there are any discrepancies between this summary and the Club's Policy Manual, the Manual shall prevail.

If you have any queries regarding these policies you should contact you team manager / coach in the first instance and then, if necessary the Club Secretary.

<p>Player Development (5.5)</p>	<p>This is a watershed period: some players have developed very good skills and have been selected by Oakleigh Chargers/Eastern Rangers. Others are aspiring to play senior football at Blackburn while others are less driven to play senior football. Hence it can be a difficult period with boys having various aspirations. Our aim is to help the boys develop to the best of their abilities and while the Club will seek to achieve this, it will very much depend on the desires of the players and their individual commitments to not only training but their own development.</p>
<p>Training (5.5)</p>	<p>The Under 17s shall train two nights a week.</p> <p>Players are encouraged to attend training and to participate in a cooperative manner.</p> <p>Non-attendance at training may affect a player's selection or game time where the coaches believe that the player's failure to regularly attend training could prejudice the player's skill development and the ability to effectively compete on game day.</p> <p>The Club does not provide first aid officers at training. Training may also be cancelled due to excessive heat, inclement weather or poor ground conditions. Accordingly, parents are expected to remain at training. They are also encouraged to assist the coaches with training.</p>
<p>Team size (6.5)</p>	<p>The Club considers that the ideal number of players in these teams to be 26 but will offer a place to all players from the previous year. Should less than 26 players from the previous year register on time, the Club may offer a place to new players.</p>
<p>Team selection (6.5)</p>	<p>Players will be graded based on their individual abilities where there are enough players to form two competitive teams in the one age group. On this basis it is expected that the majority of the more competent players but not necessarily all the better player will be in the higher graded team (e.g. one team should not be too heavily top loaded as ball winners, ruckmen etc are required in all teams.</p> <p>The higher graded team shall be referred to as the Black team and the lower graded team known as the Red team.</p> <p>The teams will operate as separate teams (i.e. the Red team shall not be considered a 'reserve' team). Notwithstanding this, it is expected that the two teams will train together and that the coaches will cooperate during the selection process and in the sharing of players throughout the season should a team be short of players.</p> <p>The teams should have an equal number of players to ensure that all players in the age group have access to equal playing opportunities.</p> <p>In order to determine the formation of multiple teams, the two coaches should:</p> <ul style="list-style-type: none"> • observe all players during the pre-season 'try-out' period; • take into account the player assessments prepared by the previous year's coaches; • liaise with the previous year's coaches (if necessary); • liaise with the Blackburn Junior Football Club Football Manager; • agree the proposed composition of the two teams, and • forward the team lists to the Committee for approval. <p>The coaches should not disclose the composition of the recommended teams to</p>

	<p>any players or parents until the teams have been approved by the Committee. The Committee shall appoint a three person sub-committee to review the teams.</p> <p>Once the Under 11 teams have been established, the Club would prefer that the majority of the teams stay together in future years. However, it is important that players play in the most appropriate division having regard to their abilities and the competitiveness of our teams. In recognition of this and the fact that players develop at different rates (both physically and ability wise) all players will be assessed during the pre-season period to determine the most appropriate team that they should play in.</p>
Tryouts (6.4)	<p>The Club will determine a tryout period.</p> <p>During this period the coaches will assess the players.</p> <p>Players must attend a majority of the try-outs to be considered for the higher graded team. However, a player may be exempt from this requirement in exceptional circumstances and subject to the approval of the Executive Committee.</p> <p>Any player who does not participate in the try-outs will automatically be placed in the second team and will be assessed in their first two games to determine which team they should play in for the remainder of the season.</p>
Grievance (6.9)	<p>Any person who feels aggrieved should first raise the matter with the relevant coaches and or team managers. If the matter can not be resolved at that level, it may be referred to the Club Secretary prior to Round 3.</p>
Player numbers (7.7)	<p>Where sufficient players are available a team of 24 players should be selected to play.</p> <p>Subject to injury or other extenuating circumstances each player should be afforded the opportunity to play the same number of games as their team mates.</p> <p>Any player rostered off should be considered an 'emergency' and should attend the game to replace a player who may not be available or to assist the team (e.g. water carrier etc).</p>
Game time (7.7)	<p>Subject to injury or other extenuating circumstances each player selected may play a minimum of half a game (equiv).</p> <p>Coaches may, however, apply some discretion to the selection of players and the amount of game time they play in any particular week having regard to:</p> <ul style="list-style-type: none"> • the preparation of the player (incl. attendance and commitment at training) • the performance of the player (incl. commitment to the game) • the calibre of the opposition • the safety of the player concerned • the status of the game
Positioning (7.7)	<p>Players should be positioned having regard to their abilities and the needs of the game.</p>
Finals – numbers (7.8)	<p>Where sufficient players are available a team of 24 players should be selected to play.</p> <p>Any player rostered off should be considered an 'emergency' and should attend the game to replace a player who may not be available or to assist the team (e.g. water carrier etc).</p>
Finals – player selection (7.8)	<p>Where a team plays two or more finals then every player on the team list must be selected in at least one of the first two finals.</p> <p>Where a team is not guaranteed to play more than one final then team selection is at the discretion of the coaching staff. It is expected that a reasonable and fair selection process will be undertaken should the team continue to progress (i.e. the Committee expects that all players should be given the opportunity to play in finals).</p> <p>Where a team plays three or more finals, it is expected that a fair and reasonable selection process will be undertaken.</p>
Finals – game	<p>Subject to injury or other extenuating circumstances, every player selected in a</p>

time (7.8)	finals game will play a minimum of one quarter (equiv).
Finals – positioning (7.8)	Players should be positioned having regard to their abilities and the needs of the game.
Captains (8.3)	<p>The Captain of the Under 17 Black team shall also be appointed as the Junior Club Captain. He shall, in consultation with his coach, arrange for each Under 17 player to attend at least one Under 9 or 10 training session to assist with coaching.</p> <p>Accordingly only a single captain should be appointed for the team. The team should also appoint a vice captain or vice captains.</p> <p>The coach may invite the players to vote on who they believe should be the captain. The coach should ensure that the captain demonstrates maturity, leads by example, has the respect of the players and, most importantly, complies with the Club's behaviour policy.</p> <p>The captain of the second Under 17s team may be reappointed as the Under 17s captain.</p>
Home & away awards (9.3)	<p>The following awards will be presented at the end of the season for the Under 10s – 17s;</p> <ul style="list-style-type: none"> • Best and Fairest (by votes and count back). Multiple winners are allowed and each receives a trophy (i.e. no count backs). • Runner up Best and Fairest (by votes and conduct). Multiple winners are allowed and each receives a trophy (i.e. no count backs). • Best team player. Selected at discretion of coach and support staff. Single award only. • Coaches Award. Selected at discretion of coach and support staff. Single award only. • Most Improved. Selected at discretion of coach and support staff. Single award only. <p>The 'Best and Fairest' and 'Runner Up' will be determined by a combination of coaches and parents votes. See section 9.3 on how this is to be implemented.</p> <p>If two or more players are tied on the same number of votes, they should be declared joint winners. The same applies to the runners up.</p>
Finals awards (9.4)	<p>A Best Finals Player award will be provided for each team participating in the grand final.</p> <p>The method used to identify the best player of the home and away season will also apply to the finals series.</p>
Mouthguards (10.3)	All players must wear a mouth guard during matches and at training.
Helmets (10.5)	The wearing of helmets in Under 13s – 17s is at the discretion of the individual players and their parents. Any child playing up is actively encouraged to wear a helmet.