

# ***DEVON MEADOWS JUNIOR FOOTBALL CLUB***



## ***MISSION AND VALUES***

## ***CODES OF CONDUCT***

## ***POLICY STATEMENTS***

This document is wherever possible supported by codes and policies implemented by the Frankston and District Junior Football League, the Australian Football League, and Football Victoria.

Individual policy documents may be added or revised to this club document as they are individually updated, or by review as deemed appropriate and necessary by the Club Committee.

This document does not attempt to be always up to date. Where this document includes copies of legislation or other legal documents reference to the most recent government or other governing body publications is recommended.

Any printed versions of this document are uncontrolled copies. The controlled copy is held by the Secretary. Updates become official only after minuted acceptance at an official meeting of the Committee.



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# DEVON MEADOWS JUNIOR FOOTBALL CLUB



## MISSION STATEMENT AND VALUES

*The Devon Meadows Junior Football Club aims to provide an opportunity for the youth of our area to participate in Australian Rules Football and enhance their health and well-being through organised sport. The Club, will at all times, endeavour to provide for the health, welfare and well-being of its players, supporters and spectators. This aim will be achieved by promoting and developing the following mission and key principles.*

### MISSION

To teach and develop every player in all aspects of Australian Rules Football, providing opportunities to learn the fundamentals of the game, to teach the skills enabling players to be the best they can be. To provide players who are mentally physically ready to play senior football for Devon Meadows FNC.

### KEY PRINCIPLES

Build and keep improving a community based AFL club for all, regardless of sex, race religion and economics.

**RESPECT:** Provide a club that values and respects all players, umpires, officials and spectators – any form of abuse will not be tolerated.

**TRUST:** To provide a fun, safe and enjoyable environment for all club members [players, families, supporters, officials]

**HONESTY:** To be honest with oneself, the team and other members of the club.

**FRIENDSHIP:** To promote and cultivate friendships and strong relationships within our football community

**VOLUNTEERS:** A club that values, respects and encourages all our volunteers who give back to the community via our junior football club.

**LEADERSHIP:** Show the value of strong leadership within the team, at the same time promoting the benefits of teamwork and team spirit.

**COMMITMENT:** Be prepared to work hard toward achieving the mission, and to make our club a better place when you leave than when you found it.

To hold and promote a sense of **PRIDE, DIGNITY** and **RESPECT** on and off the field.

All players, Coaches and Officials, parents, supporters and Committee members have a responsibility at all times when representing the Devon Meadows Junior Football Club to conduct themselves in an appropriate manner consistent with these values and or associated Codes of Conduct.

Club policies will be made available to all club members as a document on our club website. The existence of them shall be made known during the registration process each year, and by periodic announcements through club newsletters and the like.



## CHILD SAFETY & WELLBEING POLICY

### 1. PURPOSE

- 1.1 The purpose of this policy is to educate all members, staff, supporters and spectators of the Devon Meadows Junior Football Club (**Club**) on their responsibilities when interacting with children and young people at our Club and to familiarise members, staff, supporters and spectators with the Club's processes for its response to any concerns, incidents or allegations of harm or abuse to children and young people.

### 2. POLICY STATEMENT

The Devon Meadows Junior Football Club:

- 2.1. is committed to creating a safe, inclusive and welcoming environment for all children and young people who participate in football and umpiring activities at our Club;
- 2.2. is committed to implementing child safe practices in accordance with the Victorian Child Safe Standards (Appendix 1);
- 2.3. has zero tolerance for any form of child abuse or harm and will act quickly to protect children and young people should an incident occur. All complaints will be treated seriously, fully investigated and handled confidentially;
- 2.4. is committed to the active participation of children and young people at the Club, ensuring all children and young people know their rights, have their views taken seriously and involve them in decisions that may directly affect them and their peers at the Club;
- 2.5. recognises the important role families play in supporting children and young people to participate in Australian football and values the input of families in decision making at our Club;
- 2.6. recognises the particular needs of Aboriginal and Torres Strait Islander children and young people and will promote their cultural safety within the Club environment;
- 2.7. All children and young people have equal rights to protection from harm and abuse regardless of their race, religion, age, disability cultural background, gender, sexual orientation or family/social background. Our Club considers that the health, safety and wellbeing of children and young people take priority over all other competing considerations.
- 2.8. The safety and wellbeing of all children and young people at our club is a shared responsibility between the Club, its staff, contractors, associates, parents/carers, coaches, spectators, volunteers and members of our Club community.

### 3. SCOPE

- 3.1. This Policy applies to everyone involved at our Club including (but not limited to) participants, parents, spectators, contractors, officials, coaches, and board/committee members.
- 3.2. This Policy should be read in conjunction with Club's related policies and procedures, the Victorian Child Safe Standards (Appendix 1) and Commonwealth and Victorian legislation and (Appendix 2).
- 3.3. Our Club is committed to continually reviewing its policies and practises to protect the safety and wellbeing of all children and young people. This policy will be reviewed on a regular basis in consultation with all Club participants including children, young people, parents/carers, board/committee members and other interested parties.

### 4. DEFINITIONS

- 4.1. **Child and Young Person** means a person under the age of 18 years.

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- 4.2. **Child Abuse** includes all forms of physical, emotional, psychological, verbal and/or sexual abuse. Child abuse also includes sexual exploitation, neglect or negligent treatment, grooming, harassing behaviour, bullying or other exploitation of a child or young person and includes any actions that results in actual or potential harm to a child or young person. Child abuse can be a single incident or take place over time.
- 4.3. **Child protection** means any responsibility, measure or activity undertaken to safeguard children from harm.
- 4.4. **Club** is the name of the Club outlined in the header of this Policy document.
- 4.5. **Family violence** occurs when children and young people are forced to live with violence between adults in their home. Family violence includes violence between members of a family, or extended family, or those fulfilling the role of family in a child or young person's life. It can include witnessing violence or the consequences of violence. Exposure to family violence places children and young people at increased risk of injury and harm and has a significant impact on their wellbeing and development.
- 4.6. **Grooming** is a term used to describe what happens when a perpetrator builds a relationship with a child or young person with the intent to abuse or harm them. Perpetrators may also groom parents/carers by forming relationships of trust with parents/carers before harming a child or young person. Grooming can take place over a long period of time before abuse occurs or the abuse can happen relatively quickly. Grooming can take in physical (face-to-face) environments or online.
- 4.7. **Harm** can be any action that may have a significant impact on a child or young person's physical, psychological or emotional wellbeing. Harm can be caused by:
- Physical, psychological or emotional abuse or neglect;
  - Sexual abuse or exploitation;
  - Family violence;
  - a single act, omission or circumstance; and
  - a series or combination of acts, omissions or circumstances.
- 4.8. **Sexual abuse or exploitation** is any act which exposes a child or young person to or involves them in sexual acts beyond their understanding or contrary to accepted community standards. Sexual offence behaviours can include the fondling of genitals, masturbation, oral sex, vaginal or anal penetration by a penis, finger or any other object, fondling of breasts, grooming, voyeurism, exhibitionism, and exposing the child to or involving the child in pornography. It also includes engaging a child or young person to participate in sexual conversations online.
- 4.9. **Concerns and complaints** include any issue that an adult or peer considers may negatively impact on the safety or wellbeing of a child or young person.

## 5. EXPECTED BEHAVIOUR AT OUR CLUB

- 5.1. All participants, parents, spectators, contractors, officials, coaches, and board/committee members have responsibilities in relation to the safety and wellbeing of children and young people at our Club and are expected to:
- 5.1.1. understand the definitions of child abuse and harm and act on anything that they hear or see;
- 5.1.2. understand the rights of children, as appropriate to their role and cause no harm to a child or young person;
- 5.1.3. value equity and diversity at the club and treat all children and young people with respect regardless of their race, religion, age, disability cultural background, gender, sexual orientation or family/social background;
- 5.1.4. at all times, know and follow this Policy and related child safety and wellbeing guidance (including but not limited to our Club's Child Safe Code of Conduct and Complaints Handling and Reporting procedures);
- 5.1.5. co-operate with police and/or other formal investigations to the best of their ability.
- 5.2. All third-party contractors are expected to abide by our Club's Child Safe Code of Conduct, and where they may engage with children or young people, sign an agreement requiring them to comply with this Policy and our Club's Child Safe Code of Conduct, prior to delivering any services.
- 5.3. Our Club will appoint a Member Protection Officer/ Child Safeguarding Officer or equivalent role that will be the primary point of contact for all concerns and complaints related to child safety and wellbeing.



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## 6. RECRUITMENT AND SCREENING

Our Club seeks to implement screening practices that reduce the risk of harm or abuse to children and young people. Child Safe Standards are integral in any appointment to our club which is providing football for players under 18 years of age. CSS are addressed for appointments to positions where the person will be working with children, and the processes used for appointments provide clear steps in addressing the requirements of the Child Safe Standards.

Devon Meadows Junior Football Club undertakes the following steps to appoint people.

- Position selection criteria relevant to the role to be filled includes the statement that AFL Victoria and the DMJFC is a Child Safe Organisation.
- A detailed position description, including reference to the commitment of the club to Child Safe Standards (referencing both Club and AFL National Child Safety Policies) are made available to all potential applicants for the identified roles.
- All positions which are going to have people working with children within the club include a formal application process which requires a written application including the following details:
  - o Contact details for two referees relevant to the role which is being applied for.
  - o Proof of a current or evidence of application for a Working with Children Check.
  - o WWCC number (if currently held) and alignment of the card to the Club/League
- A formal interview process should be undertaken for roles identified as involving work with children, including within this, interview questions identifying:
  - o Why the person wishes to work with children?
  - o The candidate's history of working with children and why they left previous positions?
  - o Create scenarios that might occur specific to the role where the person will need to interact with children, and question the applicant on how they would deal with the situation e.g. - How will they deal with a young participant whose behaviour was disruptive?
  - o A team has played poorly, how will they address the team?
  - o How will they use social media platforms in the role they are taking on?

We recruit people suitable to work and interact with children and young people (e.g. by requiring Working With Children Check or other State equivalent and/or Police checks). No adult will be allowed to work in a child related role at our Club until a valid Working with Children Check and/or Police Check has been obtained. Our club also requires that all board/committee members hold a valid Working with Children Check. Once engaged, staff, volunteers, board/committee members and contractors must read this Policy and related documents (such as those outlined in Appendix 2) and familiarise themselves with child safe practices at our Club.

### Screening

Devon Meadows Junior Football Club ensures that all reasonable steps are taken to engage the most suitable and appropriate people to work with children. This is achieved using a range of screening measures as discussed above. Such measures help us minimise the likelihood of engaging (or retaining) people who are unsuitable to work with children.

- As required by the AFL Vic Member Protection Policy, the screening process for people in our Club who work, volunteer, coach, supervise or have regular contact with people under the age of 18 years are required to hold a Victorian Working with Children Check that is linked to our Club; and to provide evidence of this Check to the Club.
- Ensure that the applicant is aware that the referees can be contacted and follow the process through to speak directly to the listed referees. If unable to be contacted, discuss alternates with the applicant. Two documented reference checks about his/her suitability for the role. Reference checks should be undertaken with independent people not family members of the applicant.

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

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Probation review should be undertaken in accordance with what has been provided in the initial role description.

## *Obtaining and recording a [Victorian Working with Children Check](#)*

AFL Victoria WWCC guidelines state that all who are working with children under 18 years of age should have a current WWCC. These guidelines remain current and should be the guide for all who are working with children in any AFL Victoria Club.

[Victorian Working with Children Check](#) must be obtained and maintained by every committee member, and all adult coaches, assistant coaches, team managers or trainers and any other volunteers that participate in football teams that include children. If you are currently performing one of these roles on a paid or voluntary basis you must immediately obtain a valid working with children check. If you receive gain or profit from your role you must have an “Employee” WWCC and you must pay the government fee to obtain it. Volunteer WWCCs are free.

All who are working with children in any AFL Victoria Club should ensure that they list their Club as an employer on the WWCC website. This can be simply done by logging into the below website and including the Club details.

## **Training and education**

Training and education is important to ensure that everyone in our organisation understands that child safety is everyone’s responsibility. The Club will continue to develop specific policies, procedures and training that support our leadership team, staff and volunteers to achieve the commitments set out in the Child Safe standards.

Our organisational culture aims for all staff and volunteers (in addition to parents/carers and children) to feel confident and safe in discussing any allegations of child abuse or child safety concerns. We train our staff and volunteers to identify, assess, and minimise risks of child abuse and to detect potential signs of child abuse. In addition to pre-selection checks, the safeguarding process includes training after recruitment to help staff and volunteers to:

- Work safely and effectively with children
- Recognise their responsibilities and report any concerns about suspected poor practice and/or abuse
- Respond to concerns expressed by a child in a supportive and safe way
- Analyse their own practice against what is deemed good practice, and to ensure their practice is likely to protect them from false allegations

## **Induction**

All employees and volunteers will receive induction during which:

- The job requirements and responsibilities will be clarified
- They will sign up to the organisation’s Codes of Conduct
- Child Safety Policy will be explained and training needs will be identified e.g. basic child safety awareness.

## **Staff and Volunteer Supervision**

We support our staff and volunteers through ongoing supervision to develop their skills to protect children from abuse. New employees and volunteers will be regularly engaged in supervision to ensure they understand our Club’s commitment to child safety and know that everyone has a role to play in protecting children from abuse. Staff and volunteers’ will be held accountable for their approach to their role and their behaviour towards children to ensure it is safe and appropriate at all times. This will occur through regular communication with the Club and observations by its members.

Any inappropriate behaviour that is observed or identified will be reported through the Child Welfare Officer and any other appropriate channels which may include the Department of Health and Human Services and/or Victoria Police, depending on the type of abuse or behaviour, severity and urgency of the matter. Please refer to this organisation’s code of conduct to understand appropriate behaviour further.

Our Child Safety Officer is trained to deal appropriately with allegations, disclosures, concerns or observations relating to child safety and child abuse.

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If you have received an allegation or disclosure, have concerns or a complaint about child safety or any type of abuse you should direct your calls to the **Child Welfare Officer**.

## Reporting details

When providing a report of any abuse type, please provide as many details as possible. These facts should be collected **without** any interrogation of the child. Including but not limited to:

- The child's name, approximate age and team
- Date, time and location of alleged abuse (if known)
- The suspected perpetrators name (if known)
- Type of abuse that is suspected to have occurred
- Verbatim quotes made by the child or the discloser
- Any other issues that are relevant to the case (e.g. history, physical marks, child's behaviour)
- Where appropriate, take photos of any physical evidence such as marks or bruises shown to you by the child.
- Your view on the immediate risks or otherwise of the child
- Reasonable belief that you hold and why

## SUPPORTING CLUB STAFF, COMMITTEE MEMBERS AND VOLUNTEERS

Our Club is committed to supporting all staff, board/committee members and volunteers to understand how to create a child safe and child friendly environment at our club.

Our Club recommends that staff, board/committee members and volunteers familiarise themselves with the following online training in child safe practices - AFL *Safe Footy* Safeguarding webinars and resources, Play by the Rules training (child protection, cultural awareness, LGBTI+ inclusive clubs, Let Kids be Kids, Complaint handling) and eSafety Commissioner (safe online environments) (Appendix 3).

## 7. RISK MANAGEMENT APPROACH

- 7.1. Our Club recognises the importance of identifying and managing risks to children and young people in physical and online environments and will implement a risk management plan to address risks.
- 7.2. The risk management plan will be updated on a regular basis in consultation with staff, volunteers, parent representatives and children and young people to ensure it is fit for purpose.

## 8. COMPLAINTS AND REPORTING

- 8.1. Our Club will take all concerns and complaints seriously, whether they are raised by an adult, child or young person. All child related concerns and complaints will be responded to promptly and confidentially.
- 8.2. Our Club has a complaint handling policy in place and a child friendly complaints poster to help children and young people to understand how they can raise a concern or a complaint with the Club.
- 8.3. If there is concern for the immediate safety of a child or young person, immediately call the Police '000'.
- 8.4. If a child or young person is not in immediate danger but any person who believes on reasonable grounds that a child or young person is in need of protection from any form of child abuse or harm, may disclose that information to the Police, Child Protection or the Commissioner for Children & Young People.
- 8.5. If a concern or complaint includes an allegation or incident of child abuse or harm, Club staff and volunteers must report it in accordance with our Club's Complaint Handling Policy.
- 8.6. Any Club staff member, board/committee member or volunteer who is the subject of a child or young person related concern or complaint may be requested to stand down from their position in the Club during an investigation, have their duties altered so they do not engage with children and young people and/or have their access to the Club's IT system/database removed.
- 8.7. Our Club will investigate allegations of inappropriate conduct against a child or young person in accordance with procedural fairness and will handle the allegations in a confidential and sensitive manner.
- 8.8. Our Club will keep a register of any allegations regarding inappropriate conduct.





## 8.9. REPORTING SEXUAL ABUSE

- 8.9.1. If a person receives information that leads them to form a reasonable belief that a sexual offence has been committed, that person has a legal obligation to disclose that information to the Police as soon as it is practicable. Individuals who fail to comply with this obligation under the *Crimes Act 1958* (Vic) may be subject to a penalty of imprisonment.
- 8.9.2. A number of professions in the community (including but not limited to teachers, nurses and doctors) are also required by law to report to Child Protection where they have formed a belief, on reasonable grounds, that a child is in need of protection because they have suffered (or are likely to suffer) significant harm due to physical or sexual abuse.
- 8.9.3. This report must be made as soon as practicable, and on any occasion where they become aware of other allegations and have reasonable grounds for belief.

## 9. POLICY BREACHES

- 9.1. It is a breach of this Policy for any person or organisation subject to this Policy to have been found to have done anything contrary to this Policy. Any person who breaches this Policy is subject to disciplinary action (refer to Club Conflict resolution and incident management policy)

## 10. RECORD KEEPING AND INFORMATION SHARING

- 10.1. Our Club is committed to making and retaining accurate records of reports of child safety related concerns and complaints.
- 10.2. Our Club will maintain records and outcomes of investigations and resolutions of concerns and complaints. In maintaining records of reports about child safety, our Club will maintain confidentiality and privacy for children and families in accordance with legislation.
- 10.3. As part of our Club's commitment to continuously improve our children and young people safety practices, the Club will review identified risks to child and young people through the incident management and record keeping process and will incorporate those risks into the risk management plan.
- 10.4. From time to time, our Club may share relevant information to promote the safety and wellbeing of children and young people where appropriate and in their best interest. This may include sharing information with external authorities to comply with the law or to prioritise the safety of a child or young person.

Victorian Child Safe Standards	
1	Organisations establish a culturally safe environment in which the diverse and unique identities and experiences of Aboriginal children and young people are respected and valued.
2	Child safety and wellbeing is embedded in organisational leadership, governance and culture.
3	Children and young people are empowered about their rights, participate in decisions affecting them and are taken seriously.
4	Families and communities are informed and involved in promoting child safety and wellbeing.
5	Equity is upheld and diverse needs respected in policy and practice.
6	People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice.
7	Processes for complaints and concerns are child focused.
8	Staff and volunteers are equipped with the knowledge, skills and awareness to keep children and young people safe through ongoing education and training.
9	Physical and online environments promote safety and wellbeing while minimising the opportunity for children and young people to be harmed.
10	Implementation of the Child Safe Standards is regularly reviewed and improved.
11	Policies and procedures document how the organisation is safe for children and young people.

## Appendix 2

### RELATED DOCUMENTS & LEGISLATIVE REQUIREMENTS

This Policy should be read in conjunction with:

- the laws of the Commonwealth and Victoria (as amended from time to time) including but not limited to:
  - *Children, Youth and Families Act 2005* (Vic)
  - *Child Wellbeing and Safety Amendment (Child Safe Standards) Act 2015* (Vic)
  - *Crimes Act 1958* (Vic) Failure to Disclose Sexual Offence Committed Against a Child Under 16 (section 327); Failure by a Person in Authority to Protect a Child from a Sexual Offence (section 49 O);
  - *Working with Children Act 2005* (Vic); and
  - *Wrongs Act 1958* (Vic) Organisational liability for child abuse.
- the Club's policies and procedures, including but not limited to:
  - Privacy Policy;



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- o Constitution;
- o Child Safe Codes of Conduct;
- o Member Protection Policy;
- o Complaints and Reporting procedures;
- o Social Media Policy

### Appendix 3

#### RELATED CHILD SAFETY EDUCATION RESOURCES AND LINKS

- AFL Safe Footy Safeguarding webinars and resources  
[www.afl.com.au/clubhel/safeguarding-children](http://www.afl.com.au/clubhel/safeguarding-children)
- Play by the Rules training (child protection, cultural awareness)  
[www.playbytherules.net.au](http://www.playbytherules.net.au)
- eSafety Commissioner (safe online environments and sporting organisations)  
[www.esafety.gov.au](http://www.esafety.gov.au)

# DEVON MEADOWS JUNIOR FOOTBALL CLUB

## COACHES CODE OF CONDUCT

The Devon Meadows Junior Football Club fully supports the codes of conduct as introduced by the AFL, Football Victoria and the Frankston and District Junior Football League.

Coaches are required to sign the AFL Code of Conduct as part of the Level 1 Accreditation requirement. All coaches must be accredited to coach in our League.

I hereby commit, to the best of my ability, to uphold the AFL Coaches' Code of Conduct.

I understand that as an integral component of my accreditation, I must maintain a standard of behaviour and conduct in the best interests of the game and the players / staff in my care.

In representing myself in an honest manner and without bringing the coaching profession or the Game into disrepute, I will endeavour to uphold the following to the best of my ability:

1. Respect the rights, dignity and worth of all individuals within the context of my involvement in Australian Football, by refraining from any discriminatory practices including, but not limited to, discrimination on the basis of race, religion, gender, ethnic background, special ability/disability or sexual orientation, preference or identity.
2. Abide by and teach the AFL Laws of the Game and the Rules of my Club and League/Association.
3. Maximise enjoyment before winning!
4. Be supportive at all times and refrain from any form of personal or physical abuse or unnecessary physical contact with the players in my care on and off the field, including on social media platforms.
5. Avoid the trap of overplaying talented players just to win.
6. Ensure that all players gain equal playing time in the U8-U12 age groups.
7. Ensure player welfare and safety as a priority – above winning!
8. Attain coaching accreditation and keep up with new ideas. The Devon Meadows Junior Football Club fully supports the codes of conduct as introduced by the AFL, Football Victoria and the Frankston and District Junior Football League.
9. Display and teach appropriate sporting behaviour, ensuring that players understand and practise fair play.
10. Display and foster respect for umpires, opponents, coaches, administrators, other officials, parents and spectators.
11. Use social media platforms respectfully. This includes using only club managed team pages for any club and team-related communications.

### I agree to the following terms:

1. I agree to abide by the AFL Coaches' Code of Conduct and club policies, guidelines and understand my role has higher expectations in terms of behaviour and conduct in all club activities, at any point of the pre/during/post season.
2. I acknowledge that the AFL, or a body affiliated with the AFL, may take disciplinary action against me if I breach the code of conduct. I understand that the AFL, or a body affiliated with the AFL, is required to implement a complaints-handling procedure in accordance with the principles of natural justice, in the event of an allegation against me.
3. I acknowledge that disciplinary action against me may include a range of sanctions ranging from a caution, to suspension or even de-registration from the AFL National Coaching Accreditation Scheme.

Note: This "Coaches' Code of Conduct" is to be signed and conformed to as part of the accreditation requirements of the AFL.

**SIGNATURE:**

**DATE:** / /

**WITNESS SIGNATURE:**

**DATE:** / /

# DEVON MEADOWS JUNIOR FOOTBALL CLUB

## PLAYERS, PARENTS, OFFICIALS & SUPPORTERS CODES OF CONDUCT

The Devon Meadows Junior Football Club (DMJFC) fully supports the codes of conduct as introduced by the AFL and Football Victoria.

All registered DMJFC players must complete and sign the Player's Code of Conduct, and the parents/guardian of the player must have completed and signed the Parents and Supporters Code of Conduct prior to the child participating in any fixtured game of football.

It is the responsibility of coaches and team managers to ensure that all players, parents and supporters have been provided with the Code of Conduct (Coach to provide/discuss with players in first week of training. Team Managers to post on team site) Completed Codes of Conduct are to be kept by the Registrar and made available to the DMJFC Committee on request.

Note: Team Officials are required to adhere to the Parents and Supporters Code of Conduct.

### Player's Code of Conduct

- Play by the rules – the rules of DMJFC, Frankston & District Junior Football League and the laws of the game.
- Never argue with an umpire or other official – without these people you cannot play football.
- Control your temper – verbal abuse of officials and sledging other players doesn't help you enjoy or win any games.
- Be a team player – it's a team game, treat it that way.
- Treat all players, as you would like to be treated – fairly.
- Cooperate with your coach, the umpires, team mates and officials.
- Play for your own enjoyment and to improve your skills.
- Don't use negative remarks based on race, religion, gender or ability – you'll let down your coach, team mates and family if you do, and many such comments are actually now illegal.
- It is expected when wearing any club attire, on and off the field and out in the community, that you uphold club values and expected levels of behaviour.

### Parents/Guardians, Team Officials & Supporters Code of Conduct

- Remember that you are there for the participants (players and officials) to enjoy the game.
- Encourage participation, but don't enforce it.
- Teach that enjoyment is better than winning.
- Never ridicule mistakes or losses – supporters are there to support not belittle.
- Lead by example and respect all players, coaches, umpires and spectators – physical or verbal abuse will not be tolerated.
- Recognise all volunteers who are giving up their valuable time.
- Never publicly criticise umpires, coaches and officials – raise your concerns with club officials in private.
- Don't use negative remarks based on race, religion, gender or ability – you'll let down your coach, team mates and family if you do, and many such comments are actually now illegal.
- Acknowledge that a parent or official cannot interact with opposing players or officials.
- Will use social media platforms respectfully. This includes using only club managed team pages for any club and team related communications.
- It is expected when wearing any club attire, on and off the field and out in the community, that you uphold club values and expected levels of behaviour.

By registering our child with the DMJFC we agree to abide by these principles and ensure our child understands the expected behaviour as a DMJFC player. We support the DMJFC in its undertakings and encourage the club to take any necessary disciplinary actions including the suspension and banning where warranted of any players, parents and/or supporters for repeated or serious breaches of these Codes of Conduct.

PLAYER'S NAME: \_\_\_\_\_  
(print name) (signature)

PARENT/GUARDIAN NAME: \_\_\_\_\_  
(print name) (signature)

DATE: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

# DEVON MEADOWS JUNIOR FOOTBALL CLUB

## Code of Conduct Breach Management

While education, encouragement and parental support will reduce infringements, it is possible that breaches of the Code of Conduct will occur from time to time.

To provide for such incidents, Devon Meadows Junior Football Club have adopted the following administrative procedures:

Situation	Action
Where a player, parent or spectator's behaviour is deemed inappropriate by club officials.	<ul style="list-style-type: none"> <li>● The Matter will be reported to club executive/office bearer.</li> <li>● The office bearers will review the matter. Conversations and/or request a meeting (face to face/telephone) with the reported party to reinforce the expectations set out in the code of conduct and why the reported behaviour is deemed inappropriate.</li> <li>● Where the reported party is a player, a parent or guardian MUST be present at this meeting.</li> <li>● The office bearers will ensure that the reported person is aware that further club consequences may apply if behaviour continues to occur.</li> <li>● This will be recorded as a warning</li> </ul>
Serious or continued breaches of the code of conduct.	<ul style="list-style-type: none"> <li>● The matter will be reported to the club office bearers.</li> <li>● Office bearers will hold an extraordinary meeting to discuss, plan and initiate investigation of the matter.</li> <li>● Sanctions for serious or continued breaches may include:               <ol style="list-style-type: none"> <li>1. A formal written reprimand or warning</li> <li>2. Suspension from play or attendance at matches</li> <li>3. Other, as deemed appropriate by office bearers</li> </ol> </li> <li>● Outcome of agreed sanction will be communicated either via meeting with the reported person (and parent/guardian in the case of a player) or letter/email</li> </ul>
Breached activity continues & sanctions not adhered to.	<ul style="list-style-type: none"> <li>● Once all other options for resolution of situation have been exhausted, the office bearers may:               <ol style="list-style-type: none"> <li>1. Report the matter to league for formal sanction as per Bi-Laws. (applicable to coaches)</li> <li>2. Where there is a physical or mental threat to either the player or other parties, the office bearers will contact emergency services (police) to attend.</li> <li>3. Other, as deemed appropriate by office bearers</li> </ol> </li> </ul>
It is essential at all times that natural justice and the privacy of the individual are respected and dealt with sensitively, irrespective of the alleged breach of the Code.	

This policy should be read in conjunction with the [AFL Kid's First](#) Code of Conduct

# DEVON MEADOWS JUNIOR FOOTBALL CLUB

## **Coaches appointment and rotation policy**

### **1. Policy Statement**

The DMJFC Committee is responsible for appointing suitably qualified coaches to lead and manage its teams, to realise its purpose and values.

### **2. Purpose**

To ensure the DMJFC Committee appoints suitable persons with the right attributes, experience and/or qualifications to all coaching positions.

The intent of this policy is to ensure recruitment, tenure and selection decisions are made consistently, fairly and equitably and meet AFL legislative requirements such that all appointees have the appropriate job knowledge, capability, qualifications, experience and professional registration as required.

### **3. Scope of Policy**

This policy applies to Coaching recruitment and appointment

- i. A coach shall be appointed to coach the same team for a maximum of three (3) years tenure. This assists players in their development and to experience the challenge of playing under different coaches in order to maximise their enjoyment, experience and potential;
- ii. Should no suitable applicant be forthcoming at the end of a coach's tenure, the committee may consider approaching the incumbent coach for a fourth consecutive season. This will be at the sole discretion of the committee;
- iii. The committee will review the attributes, skills and experience required of a new coach and update the position description and key selection criteria accordingly, prior to the commencement of the recruitment process;
- iv. All vacant coaching positions will be advertised on the DMJFC website and promoted through DMJFC team Facebook platforms;
- v. The minimum period of advertisement for coaching roles is two weeks;
- vi. Candidates must be able to demonstrate they have the right attributes to coach the applicable age group and at the time of appointment must agree to adhere to and sign the DMJFC Coaches Code of Conduct;
- vii. The committee will ensure the appropriate checks are executed in relation to any candidate for the coaching position;
- viii. Executive Committee approval is required to appoint the Coach;
- ix. The Committee will work with the outgoing coach to ensure there is a suitable transition plan with the aim of achieving a seamless transition to the new coaching team; and
- x. The committee will provide feedback to unsuccessful candidates who have been interviewed.

### **4. Responsibility for Implementation, Compliance Monitoring, Measuring and Continual Improvement**

The DMJFC Committee is responsible for implementation, compliance monitoring, measuring and continually improving this policy and will review this Policy on an annual basis.

### **5. Related Documents and Links**

The following documents apply to this policy:

1. *DMJFC Mission Statement and Values*  
<https://dmfootballnetball.com.au/dmjfc-mission-statement/>
2. *DMJFC Code of Conduct*

# DEVON MEADOWS JUNIOR FOOTBALL CLUB

## Safe Transport / Drug & Alcohol Policy

Devon Meadows Junior Football Club recognises that:

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

Accordingly, the following safe transport / drug & alcohol policy shall apply.

### GENERAL

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

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

If under the influence.

- Where it appears evident to office bearers that an individual is under the influence of drugs or alcohol with the intention of driving, the club will take reasonable measures to ensure that the person does not do so.
- If the office bearer feels that there is a risk involved in approaching the individual and that children are at risk of safe travel and care, then the office bearer will contact emergency services (police) to attend.
- The club will offer telephone calls to arrange a taxi (where available) or to call a sober person to provide transport.

Whilst engaging in club activities, committee members, club members, players, coaches, officials, other volunteers and visitors:

- Will accept responsibility for their own behaviour, take a responsible approach and use good judgment when alcohol is available.
- Will encourage and assist others to use good judgment when alcohol is available.
- Will not compete, train, coach or officiate if affected by alcohol.
- Will not provide, encourage or allow people aged under 18 years to consume alcohol.
- Will not participate, pressure anyone or encourage excessive or rapid consumption of alcohol (including drinking competitions).
- Will not provide alcohol as an award to a player for any reason.

### PLAYERS

Whilst engaging in club activities, players:

- Will not be under the influence of any non-prescription drug or alcohol
- Will not consume alcohol or take illicit drugs at any club-related activity (training, game day, club event or awards presentations)
- Will not post images on social media of themselves or others drinking alcohol irresponsibly or under the influence of drugs at club-related activities or in club uniform.

Should players present at the club under the influence of drugs or alcohol:

- Their parents will be contacted immediately and a sanction as determined by the office bearers of the club will apply.
- Sanctions may include
  1. A formal reprimand or warning
  2. Suspension from play
  3. Other, as deemed appropriate by office bearers
- The club will assist the player with provision of education resources regarding substance abuse and encourage players to seek help where necessary.

Additional Information:

- Alcohol will not be served at club functions to any persons under the age of 18.
- Only photo ID will be accepted as 'proof of age'

## Smoke/Vape Free Policy



One of the main purposes of the **Devon Meadows Junior Football Club** is the promotion of health and wellbeing through playing Australian Football and associated social/recreational activities. The DMJFC respects the rights of individuals to make their own choice in relation to the smoking of cigarettes/vapes and/or other tobacco products.

## **Rationale**

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

The move to go Smoke/Vape Free also complements the DMJFC desire to create a healthy family friendly environment. The **Devon Meadows Junior Football Club** believes that such an environment and image will be advantageous in attracting new members and positively promoting the club in the community.

Legislation and the legal duty of care also provide reasons to have a Smoke/Vape Free club. Under common law the DMJFC has a legal duty of care to ensure that employees, volunteers, players and officials are not exposed to potentially harmful situations. The Occupational Health and Safety Act also stipulates that employees and working volunteers must have a safe environment to work in. Under Victoria's tobacco act 1987, smoking and the use of e-cigarettes (vaping) is prohibited in outdoor recreational areas/sporting venues during under age sporting events.

Whilst personal choice is acknowledged, tobacco use and/or exposure to tobacco smoke and e-cigarettes can be harmful to a person's health. It is therefore the policy of the DMJFC that all indoor areas at venues operated by the Club are designated as smoke/vape free environments.

Our league does not permit persons officiating at matches to smoke/vape on the playing arena at any time including quarter and three-quarter time intervals. This applies to coaches, team managers, runners, goal and boundary umpires, first aiders and water persons etc.

Smoking/Vaping is not allowed at any Club indoor areas and persons breaching this policy will be asked to refrain and if necessary asked to leave the premises. Disciplinary measures including suspension, fines and dismissal will be taken against Club members if they fail to reasonably comply with the policy requirements.

To assist the effectiveness of this policy the **Devon Meadows Junior Football Club** requires the entire area of the **Devon Meadows Junior Football Club Ground & Facility** to be smoke/vape free. This includes:

- all indoor areas (Victorian legislation states that enclosed workplaces must be smoke/vape free)
- all outdoor playing/training/dining/drinking areas
- spectator viewing areas
- car parks
- in vehicles that are within the boundary of the sporting ground

Where possible, the smoke/vape free status of our club will be clearly signed at the entrance to, and within the club grounds.

## **Behavioural Expectations**

The **DMJFC** recognises that role modelling can have a significant impact upon the junior members of the club. Hence, the following individuals and groups are to refrain from smoking/vaping while they are acting in an official capacity for the club or while in club uniform:

- Coaches (when coaching or representing the club)
- Trainers (when training players or representing the club)
- Officials (when representing the club)
- Volunteers (when representing the club)
- Players (when in uniform and representing the club)

# **DEVON MEADOWS JUNIOR FOOTBALL CLUB**

## **'Good Sports' Smoke/Vape Free Policy**

The DMJFC recognises that passive smoking/vaping is hazardous to health and those non-smoking/vaping club members and visitors have the right to be protected from exposure to tobacco smoke and aerosol vapour.

Accordingly, the following policy shall apply to all club facilities, functions, meetings and activities undertaken by the club and will apply to all members, officials, players and club visitors.

### **Facilities**

All club facilities are to be completely smoke/vape free and shall include:

- The social rooms inclusive of bar, kitchen, meeting room, toilets and storage area
- Player change rooms inclusive of warm up area, toilets and showers, medical/property rooms

Cigarettes/vapes will not be sold (including vending machines) at any time at or by the club

### **Players, Officials & Coaches**

Coaches, players, trainers, volunteers and officials will attempt to refrain from smoking/vaping and remain smoke/vape free while involved in an official junior and senior capacity for the club, on and off the field.

### **Functions**

All club functions including social and fund raising events and meetings are to be completely smoke/vape free:

- Ashtrays will be removed from all club facilities.
- Cigarette butt bins will be provided at outdoor locations for smokers to dispose of cigarette butts before entering/ re-entering smoke free areas at club facilities
- Smokers leaving the designated licensed area of the clubs' social rooms will not be permitted to take alcohol from that area

### **Non-compliance**

There is strong community support for banning smoking/vaping in public places, particularly those regularly attended by children. This means most people will voluntarily comply with the smoking/vaping ban and expect others to do so.

All club committee members will enforce the smoke/vape free policy in our club grounds and any non-compliance will be handled according to the following process:

- Explanation of the club policy to the person/people concerned, including identification of the areas in which smoking/vaping is permitted
- Continued non-compliance with the policy should be handled by at least two committee members who will use their discretion as to the action taken, which may include asking the person/ people to leave the club facilities or function

## CONFLICT RESOLUTION & INCIDENT INVESTIGATION POLICY

### Policy

The Devon Meadows Junior Football Club requires that all issues are resolved to the satisfaction of the members and Committee in a timely fashion. Accordingly, the following issue resolution procedures have been developed to enable this objective to be fulfilled. All members have a responsibility to participate in reasonable actions to resolve issues. The procedures below detail the level of involvement for expediting issue resolution.

### Procedure

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

ISSUE	CONTACT
Football or team related	Team Manager/Coach then football operations/coach co-ordinator
Player Code of Conduct	Team Manager/Office Bearer
Parent/Spectator Code of Conduct	Ground Marshall, Team Manager, Office Bearer
Player Safety	Child Welfare Officer
Player Registration	Registrar
General nature	Team Manager

1. A Committee person may consider an issue to be serious and is not obligated to allow the Coach/Team Manager to address the issue only, and may refer the issue directly to the President
2. An issue will only be considered if it is related to the general operations and enjoyment of the club and its members. It will not hear personal issues outside the club, unless that issue directly affects the playing child.
3. Where possible the person reporting the issue should make suggestions that may resolve the issue. As soon as possible after an issue has been reported, the Team Manager, Coach and/or appropriate Committee Member and the claimant, must meet and try and resolve the issue.
4. Where the initial parties cannot resolve the issue, the Team Manager should refer the matter to the Committee through the President as soon as possible.
5. 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.
  - What resources may be needed to resolve the issue?
6. The consent of the President (or nominee) must be obtained before any external parties are involved in the resolution of Club issues. Only the Club President or Vice President is authorised to make public statements on behalf of the Club.
7. The Team Manager and/or Coach may at any time call on Committee Members for assistance.
8. Any football or team related issue reported to the Committee, where the Team Manager and/or Coach has not been given the initial opportunity to resolve any such issue, will be referred back to the Team Manager / Coach. The Team Manager / Coach must then seek to address the issue and advise the President (or nominee) of the outcome within 1-5 days of the first report of the matter. The President may nominate a sub-committee to review the issue and outcome and decide to take further action if required. (Refer to table above)

## **Breach of Rules & Regulations**

1. Where there has been a breach of Club/League/AFL rules & regulations, the DMJFC President (or approved nominee) will convene a sub-committee to consider further investigation of the matter. This should occur within 1-5 days of the date of the alleged issue/incident, and consider the factors listed above. It is preferable that the investigation/review sub-committee is not linked to the event/team/family.
2. The DMJFC reserves the right to seek external support to investigate/mediate/review/resolve any issues or incidents as deemed appropriate.
3. The DMJFC retains the absolute right to impose sanctions.
4. All matters related to an incident are considered confidential to those directly involved in the incident or its review. Any breach of confidentiality by either party will be considered seriously and in the case of any sanctions, these sanctions may be increased. Naming of individuals in idle gossip or hearsay is considered destructive to club culture and disrespectful of positions held by club officials and such acts may also be investigated and any sanctions may be imposed or increased. Repeated breaches may result in expulsion from the club, or removal from positions held.
5. Any person found to be in breach of these regulations may be subject to sanctions commensurate with the issue/incident.
6. Any disciplinary actions will be documented and kept on file by the secretary for a minimum of 3 years

## **Appeal of Sanctions (by applicant or respondent)**

1. Any sanctions imposed may be appealed, and notice of appeal must be received by the club Secretary within 48 hours. The request for appeal must specify the reason or basis for the appeal and specify the outcome that is sought.
2. The appeal will be acknowledged within 48 hours of receipt and heard by a sub-committee approved by the President as soon as practicable. The appeal may also be rejected at that point if the panel reasonably consider the appeal to be antagonistic, vexatious, time-wasting, or similar. The initial sanction may be upheld, reduced or increased at that point.
3. An appeal may only be lodged on the basis of:
  - a. Hearing of new evidence
  - b. Harshness (or inadequacy) of penalty applied
  - c. Process error
4. Wherever possible the appeal review panel will not have links to the event/team/family nor have been involved in the initial investigation.
5. All outcomes of an appeal will be binding and where sanctions were applied to the initial incident, these may be increased.

Where there is conflict or doubt, these processes may be over-ruled by a higher authority.

If the applicant or respondent are not satisfied with this process, they may, at their own time and expense, refer the matter to the league governing body. The DMJFC will not participate in this process unless expressly requested by the governing body.

## Anti-Bullying Policy

The Devon Meadows Junior Football Club has a zero tolerance of bullying practices and seeks to educate our players, parents, coaches and club officials about acceptable behaviour. It is the intent of the DMJFC to endeavour to ensure that every player is able to train and play with the Club in a welcoming, tolerant and conflict free environment.

Definitions (Taken from Victorian education Department website 28 May,2007)

### What is Bullying?

Bullying is when someone, or a group of people, who have more power at the time, deliberately upset or hurt another person, their property, reputation or social acceptance on more than one occasion.

### Types of Bullying

There are three broad categories of bullying.

- Direct physical bullying e.g. hitting, tripping, and pushing or damaging property.
- Direct verbal bullying e.g. name calling, insults, homophobic or racist remarks, verbal abuse.
- Indirect bullying - This form of bullying is harder to recognise and often carried out behind the bullied person's back. It is designed to harm someone's social reputation and/or cause humiliation. Indirect bullying includes:
  - lying and spreading rumours
  - playing nasty jokes to embarrass and humiliate
  - mimicking
  - encouraging others to socially exclude or isolate someone
  - damaging someone's social reputation and social acceptance
  - cyber-bullying, which involves the use of email, text messages or chat rooms to humiliate and distress.

Bullying is not necessarily restricted solely to players. Parents, Coaches and Club officials could potentially be involved in bullying situations.

### What Bullying is Not

Many distressing behaviours are not examples of bullying even though they are unpleasant and often require intervention and management. These are some examples of unpleasant situations that are often confused with bullying:

- Mutual conflict - In mutual conflict situations, there is an argument or disagreement between people but not an imbalance of power. Both parties are upset and usually both want a resolution to the problem. However, unresolved mutual conflict sometimes develops into a bullying situation with one person becoming targeted repeatedly for 'retaliation' in a one-sided way.
- Social rejection or dislike - Unless the social rejection is directed towards someone specific and involves deliberate and repeated attempts to cause distress, exclude or create dislike by others, it is not bullying.
  - Single-episode acts of nastiness or meanness, or random acts of aggression or intimidation
  - Single episodes of nastiness or physical aggression are not the same as bullying. If an individual is verbally abused or pushed on one occasion, this does not constitute being bullied. This does not, however, lessen the seriousness of the incident or the subsequent consequences.
- Harassment, discrimination and violence are all inappropriate and unacceptable behaviours, but may not be forms of bullying

### Procedure Education

- All players, parents, coaches and club officials must complete a code of conduct as part of their Sports TG/Player HQ registration process.
- Coaches will stress to teams the value of working as a team and the need to include and encourage all team members in a positive way.

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## Complaints Procedure

- Where a player or parent (the complainant) perceives a case of bullying has occurred, they should first discuss the matter with their coach to try to resolve the matter confidentially.
- Failing a satisfactory confidential and informal resolution, pursuant to 10.3.3, an official complaint must be lodged with a coach in writing, specifying the perceived bully/ies and the details of incidents of bullying – noting that for the club to act on any bullying accusations, they must relate to the incidents occurring at a football club activity (i.e., Training, Game Day, Events or Awards nights). The club is unable to weigh in on instances of bullying at school or outside the club, these should be raised with the appropriate governing body (i.e., notify the school).
- On receipt of a written complaint, the coach will approach any player(s), in the company of their parents (or others in such capacity) accused of bullying (the accused) to inform them of the complaint.
- Where a case of bullying is deemed by the investigating Club Official, to be substantiated, the coach will immediately address the player/s (and their parents) concerned, explaining how the behaviour is defined as bullying and seeking a change in behaviour. If necessary, a written undertaking will be sought from the accused. The complainant will be informed of the actions taken.
- Where a case of bullying is deemed by the investigating Club Official, not to be substantiated, the coach will explain the definitions of bullying to the complainant and explain the need for hard evidence.
- In all reported cases of bullying, the Committee must be advised by the player's coach.
- If the bullying persists and/or the complainant and/or the accused is unsatisfied with the outcome, the matter will be sent to the Club's committee via the Secretary for further action. All potential sanctions are available to the Committee in instances of proven bullying, or where the report of bullying is proved to be mischievous, including possible deregistration from the club.

## **Anaphylaxis Policy**

Anaphylaxis is a severe, rapidly progressive allergic reaction that is potentially life threatening.

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The most common allergens in school aged children are peanuts, eggs, tree nuts (cashews, almonds, hazelnuts), cow's milk, fish and shellfish, wheat, soy, sesame, latex (rubber gloves, balloons), certain insect stings (bees, wasps and jumper ants) and medication (antibiotics and aspirin).

## Policy Rationale

Devon Meadows Junior Football Club recognises that:

- Anaphylaxis is a serious health issue and a medical emergency requiring rapid response
- The key to prevention of anaphylaxis is to be aware of those club members who have been diagnosed at risk, be aware of triggers and individual treatment required to maximise treatment of anaphylaxis

## Parent/Guardian Responsibility

All members who have been diagnosed by a medical practitioner with anaphylaxis must provide the club with an Individual Anaphylaxis Management Plan (IAMP) prior to the member commencing a playing season.

The IAMP must contain the following information-

- Information about the medical condition that relates to allergy and the potential for allergic reaction, including the allergy or type of allergies the child has, based on a diagnosis from a medical practitioner
- Information regarding who will have the child's medication
- The child's emergency contact details.
- An ASCIA Action Plan signed by a medical practitioner, with a current photograph provided by the parent and updated annually or if any changes occur
- Adrenaline auto injector (AAI) must be carried by the club member or supervising trained Parent/Guardian at all times
- Parents must inform the club if their child's medical condition changes

NO CLUB MEMBER IS TO BE LEFT AT THE CLUB FOR ANY REASON WITHOUT THE APPROPRIATE PLAN AND MEDICATION BEING WITH THEM AND A SUPERVISING ADULT MADE AWARE THAT THEY ARE PRESENT

## Club Responsibility

- All managers will have a copy of any management plans required for their team
- A team delegates must have a copy of all management plans identified within their area of responsibility
- Trainers must be made aware of any persons who may be medically diagnosed with anaphylaxis
- The club will NOT provide AAI training to any official nor administer AAI. This is the sole responsibility of the parent/guardian
- The club will ensure that medical first aid professionals are in attendance at home games.

All club committee members will enforce the Anaphylaxis Policy and any non-compliance will be handled according to the following process:

- Explanation of the club policy to the person concerned
- Inability to take the field until appropriate compliance is observed i.e. IAMP is in place, Action plan and associated medication is supplied

## References

Australian Society of Clinical Immunology and Allergy (ASCIA) Action plans can be downloaded from [ASCIA](#) website

## Concussion Policy

The Devon Meadows Juniors Football Club is committed to best practice in the management of concussion in sport, where the critical element is the welfare of the player, both in the short and long term. Following the introduction of the concussion management guidelines, the AFL Medical Officers Association has produced guidelines for community football.

Under the guidelines, there is a clear process to be followed for players who have suffered a concussion to return to play,

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which includes a period of rest, symptom-limited activity, gradual increase in physical activity and a medical clearance prior to full-contact training. The guidelines also outline the process for clubs and players to follow when someone is suspected of having suffered a concussion.

The guidelines are for trainers, first-aid providers, coaches, umpires, club officials and parents and should be understood and followed by all parties for the benefit and welfare of the players.

The following policy applies to all players, coaches, trainers, and parents and officials, parents and guardians of Devon Meadows Junior Football Club;

## **Training / Game Day:**

- Any player who has suffered a concussion or is suspected of having a concussion must be IMMEDIATELY REMOVED from the ground.
- The team's trainer may deem a player has a suspected concussion and has the responsibility to remove the player from play immediately.
- All players with concussion or suspected concussion need an urgent medical assessment (with a registered medical doctor). This assessment can be provided by a medical doctor, local general practice or hospital emergency department.
- Trainers should not be swayed by the opinions of the player, coaching staff, parents, or others suggesting a premature return to play. Coaches must, in accordance with the AFL Coaches Code of Conduct, not put undue pressure on trainers or players to make such decisions.

## **Important steps - Returning to Training and Play:**

- The earliest a player can return to play (once they have successfully completed a graded loading program and have obtained a medical clearance) is on the 12<sup>th</sup> day after the day on which the concussion was suffered.
- All medical clearances must be provided on official letterhead of the Medical Centre, with a specified date of return to training and play. This clearance certificate is to be provided to the Devon Meadows Junior Football Club for clearance to train/play.

Players must return to training and play in a graduated fashion as follows;

- A brief period of complete physical and cognitive rest (24-48 hours).
- A period of symptom-limited activity (e.g., reading, walking) to allow full recovery.
- A graded loading program (with monitoring) Players should not enter the graded loading program until they have recovered from their concussion. Recovery means that all concussion related symptoms and signs have fully resolved (for at least 24 hours) at rest and with activities of daily living, and they have successfully returned to work/school, without restriction.
- Clearance by a medical doctor (prior to returning to competitive contact sport / full contact training sessions).

## **Related Documents and Links**

The following documents apply to this policy:

1. AFL management of sport related concussion in Australian Football; [PRECEDENT INFORMATION PAGE \(afl.com.au\)](https://www.afl.com.au/precedent-information-page)
- 2 The AFL-approved concussion management app HeadCheck ([www.headcheck.com.au](https://www.headcheck.com.au)) should be utilised to recognise and assist in the management of any suspected concussion for both adults and children.



## Social Media Policy

### Introduction

The Devon Meadows Junior Football Club has a responsibility to protect the interests of its members both on and off the field. The committee therefore reinforces that offensive behaviour and blatant disregard for the rules will not be tolerated.

Social media can be, when appropriate, an effective tool which is commonly used by the AFL community to express their views, comments, ideas and criticism on a whole range of issues.

DMJFC expects its members to communicate online in a respectful and responsible manner and follow the ethics of the club in all social media interactions. Social media should not be used to insult, present offensive or inappropriate content or to misrepresent the club or any member of DMJFC.

### DMJFC Responsibility to our Community

In an increasingly "Social" world, electronic communication is essential for sharing club news and information with our football community.

The Devon Meadows Junior Football Club and all of its members must adhere to an appropriate Social Media Policy that protects its junior players, officials, club members, and umpires.

This Policy is intended to outline the rules and provide guidelines for posting appropriate club information and to ensure that all communication will be timely, appropriate and related to club business.

The Devon Meadows Junior Football Club utilises a range of electronic tools to communicate effectively with our players and members, including but not limited to the Club website, Club and team Facebook pages, and emails.

As a club, DMJFC will ensure that our Social Media sites and all communication channels will:

- Be used respectfully. This includes using only club managed team pages for any club and team related communications;
- Protect members' privacy;
- Not tolerate abusive, racist, discriminatory, sexist, intimidating and offensive statements under any circumstances. Offending posts will be removed and those responsible will be blocked or removed from the relevant site;
- Ensure that written posts, photos and videos will be family-friendly and feature positive club news and events;
- Not make any statements that are misleading, false or likely to injure the reputation of an organisation or a person's;
- When setting up a social media platforms an administrator must be appointed as someone who will check on the status of posts and comments.
- Ensure that all content posted on our social media sites is respectful and does not reflect poorly on the DMJFC or any individual associated with the club

In addition:

- No adult in a role working with children in an AFL Victoria Club should engage in individual social friendships with children from the Club on personal social media sites. Staff and volunteers should not initiate social media contact with children nor initiate children becoming their social media 'friend'. If a child requests to friend or follow any adult on social media the parent's permission must be granted. Adults should never use social media private messaging when communicating with children and should act consistently with this policy at all times.
- Under extenuating circumstances, for non-Club information, permission for electronic communication with children may be obtained from the Club President.
- Formal electronic communication to parents and children must be sent from Club email or mobile phone accounts. Personal email accounts should not be used by volunteers to correspond one on one with children.
- Text messages must only be sent to children as a matter of urgency and a copy of the text sent to and received

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from a child should be retained on the volunteers' phone and advised to their immediate Supervisor/ Committee member.

- Multiple adults, including Club President or Child Welfare Officer, should be part of the contact list and included in any social media communication with children from, or on behalf of the Club, or regarding Club details.
- Confidentiality is important, permission must be obtained from parents for any use of a child's name or photo to be used in any postings, this is particularly important in case of any custody issues or privacy required.

## DMJFC FACEBOOK

The Devon Meadows Junior Football Club and team Facebook pages are for parents, junior players and friends of the club. It is a place where you will find important information that is relevant to the club's operation, teams, upcoming events and social calendar. It is also a place for members to share photos, anecdotes and reflections throughout the year. The team pages are to be closed groups and managed by DMJFC Committee, while having coach/team manager also as administrators. Only people relevant to the team (players, parents, coaches, committee) will be members of the page. Snapchat is not an acceptable form of communication with players in regard to club information and is highly discouraged. Facebook team pages are safe and a more public platform.

The Club wishes to keep our Facebook page a positive site for our members to visit. When using Social Media, we expect everyone who is a part of our club to show courtesy and respect to others, including those within our Club and the wider community.

If you have a complaint against a committee decision or require answers pertaining to any of the club's administrative issues, the Facebook pages are not the forum to air your grievances. We simply disseminate information to keep you informed. You are well within your right to take up any issues of concern directly with the relevant personnel or committee responsible – but please keep these off social media.

To ensure that we keep these pages relatively positive and safe spaces for our junior members and families, we have set up a few guidelines for the successful interaction between our members.

When using Facebook, club members are expected to ensure that they:

- Do not offend, intimidate, abuse, humiliate, harass, threaten or bully another person;
- Do not make defamatory, racist or sexist comments;
- Do not use obscene or offensive language;
- Do not harm the reputation and good standing of the Club or bring any of its members into disrepute.

Any breach of our Facebook guidelines will result in the following actions being taken against the member:

1. The offending post/comment will be deleted.
2. A 'Private Message' from the Facebook Administrator informing of the breach of policy and a 'Warning' will be issued to the offending member.
3. A second breach will result in the member being 'Blocked' from the DMJFC Facebook page concerned.
4. The Committee will then be informed of the recurring breaches and will deal with each case on a case-by-case basis.

## DMJFC WEBSITE

The webpage administrator appointed by the DMJFC will provide accountability and control over material published on our club's website. Our website will include:

- Game Day Updates, Fixtures, Ladders and Results;
- Current News, Weekly Newsletters, Competitions and Social Events;
- Committee information and decisions; Club policies and procedures;

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- Relevant information for members and achievements by the club.
- Club merchandise and Sponsor details
- No offensive content or photos will be published in any capacity.

## YOU TUBE

Should you wish to upload comment or video clip vision that involves the Devon Meadows Junior Football Club - its players, its members or officials - please seek approval from the Committee first so as to not breach this policy. Remember, you must be certain that the content is not deemed to be improper, intimidating, racist, sexist or degrading in nature.

## USING PHOTOS OF DMJFC MEMBERS

As part of the registration process, members are asked permission to have photos taken and uploaded. DMJFC registrar will inform team managers of any request to not have photos posted.

## DMJFC Member Responsibilities

Social media posts and updates will be the responsibility of the individual member making the post. Acceptance to a Facebook page will be given to all club members that request access, however, that member will be responsible for their own posts and club members must adhere to the social media policy guidelines at all times.

When using Social Media, members are expected to ensure that they:

- Respect the rights and confidentiality of others;
- Do not impersonate or falsely represent another person;
- Do not bully, intimidate, abuse, harass or threaten others;
- Do not make defamatory comments;
- Do not use offensive or threatening language or resort to personal abuse towards each other or members of the DMJFC Community;
- Do not post content that is hateful, threatening, pornographic or incites violence against others;
- Do not post content that harms the reputation and good standing of the DMJFC or those within its community;

## Breach of the Social Media Policy

A breach of this policy will be considered by the Committee of the DMJFC and will be dealt with on a case-by-case basis.

All reports of cyber bullying will be investigated fully and may result in notification to the police where the DMJFC is obliged to do so.

Sanctions may include, but are not limited to, suspension, or banning from membership of the DMJFC.

## Remember

- Use common sense and good judgment - your statements could have an impact on you and the Devon Meadows Junior Football Club's reputation. You should assume that all online information posted on DMJFC platform or personally can be traced back to you.
- You are accountable for your actions and what you communicate via social media.

## GENDER DIVERSITY POLICY

DMJFC works in line with the AFL's Gender Diversity Policy which outline the AFL's positions with respect to the participation of transgender and non-binary people in Elite Football and Community Football competitions. It is intended that the Policies be adopted and applied across all Australian Football competitions.

Australian football is a game for everyone, regardless of background, race, religion or gender.

As such, the AFL is committed to supporting gender diverse people participate in our sport and has developed policies to ensure they can participate in a safe and inclusive environment.

The Policies provide information and guidance for Leagues, Clubs, Players and other participants in delivering on that commitment, noting that gender diverse people already play and participate in some competitions.

The AFL and Australian Football leagues more generally are also legally obliged to not discriminate against people because of their gender identity (i.e. if they are trans or non-binary) save for where the exception in sport arises, that is where relevant issues of strength, stamina or physique arise and have an appreciable effect on the ability of a trans woman or non-binary player to compete (as compared to cisgender players, being players whose gender identity aligns with the gender they were assigned at birth).

The Gender Diversity Policies apply to the following gender diverse people wanting to play in Elite or Community Football competitions:

- Trans women, being persons who were assigned the male gender at birth but whose gender identity is female;
- Trans men, being persons who were assigned the female gender at birth but whose gender identity is male;
- Non-binary people, being persons assigned either the male or female gender at birth, but who identify as having a gender which is neither 'male' nor 'female'

The AFL undertook a comprehensive consultative process in the development of these Policies, including meeting with representatives of State Bodies, a number local community leagues, the Australian Sports Drug Medical Advisory Committee (**ASDMAC**), inclusion subject matter experts including Pride in Sport, gender diverse players and advocates and cisgender players.

In general terms, transgender women may play in women's community football competitions, transgender men may play in men's community football competitions and non-binary people may play in the community football competition of their choice.

Under the Community Football Policy gender diverse players may not be excluded for reasons of relevant competitive advantage over cisgender players in the competition. This general position is subject, in particular, to there not being unacceptable safety risks arising from the gender diverse person's participation in the community football competition.

Community Football Leagues first consult with their relevant State Body with respect to safety concerns that they have identified or as may be alerted to them by a participant in a community football competition and if such concerns are not resolved the matter must be elevated to the Committee.

If the Committee is satisfied on a preliminary basis that unacceptable safety concerns *may* arise (say if there is a significant disparity in the gender diverse player's physique as compared to that of cisgender players in the same competition) it will undertake a risk assessment that will consider, amongst other things, whether the applicable rules of the competition are unable to safely manage identified risks. The Committee will ultimately determine whether the gender diverse person is permitted to play.

Where a trans or non-binary person is playing in a community football competition, they are not subject to compliance with a maximum testosterone threshold. That said, externally administered testosterone is a prohibited substance under the Anti-Doping Code, subject to approval being granted by the relevant regulator.

## VILIFICATION AND DISCRIMINATION TOLERANCE POLICY

### SECTION 1 – COMMITMENT

**1.1** The Devon Meadows Junior Football Club is committed to an environment which promotes racial and religious tolerance by prohibiting certain conduct and providing a means of redress for victims of racial and religious vilification and/or racial discrimination.

**1.2** 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 and the Australian Football League's Rule 30 and the Victorian Football League's Rule 7.3. This Policy is not in substitution of the legislation.

**1.3** The Club will ensure that this Policy is communicated to spectators and participants of the Club. It will also ensure that participants of the Club receive anti-racial and religious vilification and racial discrimination training on an annual basis.

**1.4** Nothing in this Policy prevents a person lodging a complaint in relation to racial and religious vilification and/or racial discrimination under the legislation. In the event a complaint is made under this policy the Club shall ensure that the parties are informed of their rights.

### SECTION 2 – DEFINITIONS

In this Policy-

**"complaints process"** means the procedure outlined in sections 6, 7 and 8 of this Policy.

**"Club"** means the Football Club.

**"engage in conduct"** includes use of the internet or email to publish or transmit statements or other material.

**"League"** means the Football League.

**"detriment"** includes humiliation and denigration.

**"discrimination"** means for the purpose of this Policy, conduct based on a person's race, religion, colour, descent or national or ethnic origin. Discrimination may be direct or indirect. Direct discrimination means treating or proposing to treat another person less favourably on the basis of a person's race, religion, colour, descent or national or ethnic origin. Indirect discrimination means imposing or intending to impose a requirement that a person of a particular race, religion, colour, descent or national or ethnic origin cannot comply with, but which a higher proportion of people without that attribute (or with a different attribute) can, when it is not reasonable in the circumstances to do so.

**"participant"** includes a player, director, officer, employee, volunteer to and agent of a Football Club that participates in the League.

**"spectator"** is a person that attends a football game or event conducted by a Club or the League.

### SECTION 3 – PROHIBITED CONDUCT

#### 3.1 Racial and Religious Vilification

No person in his/her capacity as a spectator or participant in the League in the course of carrying out his/her duties or functions as or incidental to being a participant in the League 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 or national or ethnic origin.

#### 3.2 Serious 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 of functions as or incidental to being a participant in the Club shall intentionally engage in conduct that he/she 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 or national or ethnic origin.

#### 3.3 Racial and Religious discrimination

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 discriminates, directly or indirectly against another person on the basis of that person's race, religion, colour, descent or national or ethnic origin.

#### 3.4 Victimisation

3.4.1 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 victimise another person.

3.4.2 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.

### SECTION 4 – AUTHORISED PERSONS

**4.1** The President of the Club is the senior decision-maker in the Club's Complaints Process and will ensure that any breach of this policy is responded to in an equitable and prompt manner. Therefore, should the President be absent for a significant period, he/she must nominate a person to act on his/her behalf should the process need to be enacted.

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## SECTION 5 – CONFIDENTIALITY AND RECORDS

**5.1** Confidentiality must be maintained throughout the complaints process. All parties to a complaint, the President (or Delegate), any witnesses and the Conciliator must all agree, in writing, to the maintenance of confidentiality.

No person involved in the complaints process shall publicly comment on any aspect of the complaints process without the prior written agreement of all parties.

**5.2** The Club shall ensure that any documents relating to a complaint shall remain confidential and be retained for 7 years from the date that the complaint is made.

## SECTION 6 – INTER CLUB BREACH OF THE POLICY

In the event that it is alleged that a spectator or participant from another Club has contravened this Policy:

**6.1** an Umpire, spectator or participant of the Club may by 5.00pm on the first working day following the day on which the contravention is alleged to have occurred, lodge a complaint in writing with Complaint's Officer of the Club;

**6.2** the President of the Club where the complaint was made shall, by 5.00pm on the next working day following the day that the complaint was lodged with the Club, lodge the complaint with the League's Complaints Officer;

**6.3** the Club's President will take no further action once the complaint has been lodged with the League unless otherwise instructed by the League's Complaints Officer.

## SECTION 7 – INTRA CLUB BREACH OF THE POLICY

In the event that it is alleged that a participant of the Club has contravened this Policy an umpire, spectator or participant may by 5.00pm on the first working day following the day on which the contravention is alleged to have occurred, lodge a complaint in writing with the President.

## SECTION 8 – MANAGEMENT OF INTRA CLUB COMPLAINTS

The Club's President shall:

**8.1** make every effort to ensure that:

**8.1.1** confidentiality is maintained at all times during the complaints process and that the outcome of the complaints process remains confidential;

**8.1.2** any breach of confidentiality is referred to the League's Tribunal no later than 5pm on the next working day following the day that the breach was discovered;

**8.2** 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;

**8.3** obtain written statements from any witnesses identified by both parties to the complaint;

**8.4** where available, obtain any other evidence;

**8.5** arrange for the complaint to be conciliated, by an independent conciliator agreed upon by both parties;

**8.6** 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;

**8.7** refer the complaint to the League's Tribunal:

**8.7.1** when the complainant informs the President that the matter has not been resolved through conciliation the President will if requested by the complainant, take all steps necessary for the complaint to be referred to League's Tribunal within 5 working days from when the conciliation failed;

**8.8.2** directly when a respondent has previously taken part in conciliation as a respondent of a complaint;

**8.8.3** when the President has determined that the complaint was lacking in substance and was made vexatiously;

**8.8.4** when the Club's President determines that under sections 24 or 25 of the Racial and Religious Tolerance Act 2001 (Vic) the complaint could be considered as "serious", he/she will take all steps necessary for the complaint to be referred to the League's Tribunal within 5 working days from the day on which the incident is alleged to have occurred;

**8.8** ensure that any time limit referred to in this Policy may be extended by the Club if in the opinion of the President of the Club it is just and equitable to do so;

**8.9** ensure that where a matter is resolved by conciliation the only public statement that shall be 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.

## INJURY MANAGEMENT POLICY

# DEVON MEADOWS JUNIOR FOOTBALL CLUB



## Policy Statement

The DMJFC is committed to the health and safety of club players and ensuring the safe management of injured participants.

## Purpose

To ensure the prevention of, and prompt attention to injuries and injury management of players, the DMJFC committee have developed an injury management policy providing recommendations and requirements to support in the management of injuries and welfare of players.

## Injury Prevention and Management Recommendations

- All teams must have a suitably qualified Trainer.
- All players are to wear mouthguards at all matches. Players will not participate in games unless they are wearing a mouthguard.
- Coaches are advised to remove a player from play if it is observed they are playing without a mouthguard.
- Mouthguards are recommended for all on field training sessions.
- All protective aids worn by players must follow the AFL guidelines for use.
- Jewellery is not allowed to be worn during matches.
- At least one parent or guardian of each child is recommended to remain at training and during the games, to attend to any off-site medical attention their child may require.
- During games, in the event of an injury or health concern, other Club personnel including coaches and assistant coaches are to be guided by the Trainer concerning the player's capacity to return to play the game.

Decisions regarding return to play will be made by the team Trainer (taking conservative option) in liaison with the parent/guardian.

- Trainers are not expected to provide taping outside of the scope of their qualifications (Sports Level 1 = ankle / thumb taping).

If taping is required as part of injury rehabilitation, either a parent/carer tapes the player, or clear instruction is provided to the trainer by the treating medical practitioner. The trainer has the right to decline if not comfortable. All tape used as a part of injury rehabilitation for players is to be provided by the parent/carer.

- Except in the case of an emergency (i.e. provision of Ventolin in case of known asthma; EpiPen in case of anaphylaxis), 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. 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/carer.

## Medical Notification:

- At the start of the season each player (or parent/carer) must provide as part of their registration relevant medical information, including any medical management action plans before they can play a game day match.
- The player (or parent/carer) must advise of any conditions that would place the player at risk or could impede his/her ability to participate.
- Any player who attends a hospital or GP for treatment, as a result of an incident at a game, training or incident outside of football must provide a medical certificate stating they are fit to play, prior to resuming training/ playing.
- If the Coach or Trainer is concerned about a player's medical status, they may require the player to provide a medical certificate stating that they are fit to play, prior to resuming training / playing.

## Medical Clearances:

Return to training / game day before medically advised can increase risk of further injury and/or chronic injury.

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For certain injuries and illnesses, a player will not be permitted to return to training or participate in any further games until a medical clearance is made by a Doctor, Physiotherapist, Chiropractor, Osteopath, Dentist or Psychologist (As AHPRA guidelines) and the paperwork has been provided to the Trainer and/or Team Manager.

## Conditions requiring a medical clearance include:

- Any form of cardiac (heart condition)
- Hypertension (history of high blood pressure)
- Broken bones of any sort
- Significant soft tissue injuries (where a player has not recovered to a playing capacity one-week post injury)
- Any form of concussion
- Any form of unconsciousness, no matter how brief
- Any form of potential cervical (neck) injury
- Repeated episodes of illness of, and already diagnosed medical conditions such as asthma, diabetes and epilepsy
- Any injury involving the eye itself
- Any player recovering from a significant illness, such as: Chicken pox, Measles, Whooping cough, any immune depressed conditions, Glandular fever, Pneumonia, and any form of influenza where it has caused the player to miss games and training greater than one week.

The medical clearance/certificate must state that **"The player is fit to return to training and/or match day Football"**.

The above list is not exhaustive, and a common-sense approach will be used when requesting a medical clearance.

The medical clearance may also be subject to conditions attached by the doctor/physio for example restricting the player to only light training and no games or player is only permitted to play x number of minutes etc.

Coaches will be guided by these recommendations.

Return to Play will be at the discretion of the Trainer in consultation with the coach. Once a medical clearance has been provided, the Club/Trainer and coach may be required to confirm the player's fitness to resume training or participation in game play.

## Responsibilities:

### Parents/Carers/Players:

- Players (or parents/carers) must notify their coach and trainer of any changes in circumstances (injury / health problem etc) that could place the player at greater risk.
- Before games, the responsibility for a player's capacity to play rests with the trainer. Trainers are advised to take a conservative management plan in their decision making. Parents are required to abide by this decision.
- Any decision concerning injury management at training / game day is ultimately be made by the Trainer. Parents/carers are required to abide by this decision.
- The cost of transportation and/or medical treatment is the responsibility of the parent/carer.
- If medical clearance is requested, it is required to be provided to the manager prior to player return to training / match day.
- If a child has been diagnosed at risk of anaphylaxis, asthma or has allergies/medical conditions that could require administration of medication the parent/carer must provide DMJFC with an individual medical management action plan for the child, signed by the treating medical practitioner.

### Coach:

- During games, in the event of an injury or injury/health concern, coaches and assistant coaches are to be guided by the Trainer concerning the player's capacity to play the game. Coaches are required to abide by this decision.



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- Coaches are not to put undue pressure on players or trainers to return a player to play in the event of an injury.

## Trainer:

- Attendance at certified courses as outlined by the league, ideally prior to commencement of Round 1 competition. These courses currently include;
  - CPR (annually)
  - Provide First Aid (Must include assessed competencies HLTAID 003 (Provide First Aid) or HLTAID 002 (Provide Basic Emergency Life Support))
  - Level 1 Sports Trainer or AFL-approved Emergency Response Coordinator Course (U13 – U17 only)
- During games the responsibility for the health and safety of players rests with the Trainer in liaison with the player's parents/guardian.

Concussion management is not within scope of this policy: refer to the DMJFC Concussion Policy

## Resources:

[http://www.aflcommunityclub.com.au/fileadmin/user\\_upload/Health\\_Fitness/Injurymanagement\\_Policy\\_2015\\_update.pdf](http://www.aflcommunityclub.com.au/fileadmin/user_upload/Health_Fitness/Injurymanagement_Policy_2015_update.pdf)

## DOCUMENT REVIEW PROTOCOL

This section describes the approaches to review club policies. Where not stated, the club constitution or relevant legislation or governing body directive, takes precedence for dealing with an unforeseen issue.

A policy contained in this document will be reviewed as follows by the committee:

Trigger	Frequency
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# DEVON MEADOWS JUNIOR FOOTBALL CLUB



Periodic review	Every 2 years post-season
Issue Resolution	As required
League directive or legislation	As required
Club Member Recommendation	As required

## Policy Review Log:

Policy	New/Reason	Review/Reason	Latest Approval Date	Next Review Date	Review date history
Mission statement and values			10/2023	End of season 2023	04/2017,22/2/21,6/10/23
Child Safety		Legislation - updated 2020 to provide further detail for review at 2021 meeting	07/2023	End of season 2025	04/2017, 22/2/21,07/2023
Coaches code of conduct			10/2023	End of season 2025	29/11/20, 22/2/21, 6/10/23
Players, parents, officials & supporters code of conduct			10/2023	End of season 2025	29/11/20, 22/2/21, 6/10/23
Coaches appointment and rotation			10/2023	End season 205	29/10/20, 22/2/21,6/10/23
Safe transport/drug and Alcohol		Updated 2020 for committee review 2021 meeting	10/2023	End of season 2025	12/3/20, 22/2/21, 6/10/23
Smoke Free		Updated 2020 for review 2021	10/2023	End of season 2025	2017, 22/2/21, 6/10/23
Conflict resolution & incident investigation	AFL recommendation to support community awareness of conflict resolution process		10/2023	End of season 2025	22/2/21, 6/10/23
Anti Bullying			10/2023	End of season 2025	12/3/20, 22/2/21, 6/10/23
Anaphylaxis			10/2023	End of season 2025	12/3/20, 22/2/21, 6/10/23
Concussion		Updated with 2017 afl concussion link for approval 2021 meeting	10/2023	End of season 2025	28/2/19,22/2/21,6/10/23
Social Media	Club member recommendation		10/2023	End of season 2025	22/2/21, 6/10/23
Gender Diversity	AFL requirement. Updated 2020		10/2023	End of season 2025	22/2/21, 6/10/23
Vilification and Discrimination Tolerance	To align with AFL policies		10/2023	End of season 2025	22/2/21, 6/10/23
Injury Management	Issue resolution		May 2023	End of season 2025	May 2023,
Document Review	To clarify policy review requirements		10/2023	End of season 2025	22/2/21,6/10/23