



**JOONDALUP KINROSS JUNIOR  
FOOTBALL CLUB  
“JETS”  
INCORPORATED**

**BY-LAWS**

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**JOONDALUP KINROSS JUNIOR FOOTBALL CLUB Inc.**  
**BY-LAWS**

**1. INTRODUCTION**

**1.1** These are the By-Laws as adopted by the Joondalup Kinross Junior Football Club Inc. (hereinafter known as the Club) and are to be used in conjunction with the Constitution of the Club, the ***BY-LAWS OF THE WEST PERTH DISTRICT FOOTBALL DEVELOPMENT COUNCIL*** (hereinafter known as the Association.) and the West Australian Junior Football Policy & Guidelines. The JKJFC By-Laws are a working document that allows the Club to create new and/or amend old policies as seen fit by the Management Committee.

**1.2** The Club is a fully Constituted, Incorporated body with a Committee duly elected to carry out all aspects of the Club's operating procedures.

**2. CLUB OFFICIALS**

**2.1** The Club shall elect Administrators and officials who will be responsible for the effective and efficient operation of the club. (Constitution Parts 10, 11, 13 & 14). These officials must include;

2.1.1 A Registrar who shall be responsible for the registration of players for that Club and shall keep a record of achievements of those players as may be required using the WAFCDC approved registration form.

2.1.2 A Football Administrator (Vice President Football) who with the assistant of Coaching Coordinators (Open Rules, Modified's & AUSKICK) review and appoint team coaches.

**2.2** The Club must prepare a "Duty of Care" Policy relevant to Coaches, Administrators and Club Officials that provides for the Health, Safety and Protection of its members. Adults having responsibility of care for children must ensure the safety, health and protection of children.

**3. INSURANCE**

**3.1** The Club shall take out, for the current season, insurance policies sufficient to cover itself, its officials, umpires, coaches and players to the following minimum levels.

3.1.1 Public Liability to \$20,000,000.

3.1.2 Professional Indemnity to \$2,000,000.

3.1.3 Association Liability to \$10,000,000.

3.1.4 Death and Disability cover to \$100,000. for Adults and \$10,000. for children.

3.1.5 Sports Injury cover including non-Medicare medical benefits.

#### **4. LOCATION**

**4.1** The Clubrooms and home ground shall be situated at Windermere Reserve, Candlewood Blvd, Joondalup or at any ground made available by the City of Joondalup.

**4.2** The Club shall have jurisdiction over one or more districts as zoned by the ***DISTRICT FOOTBALL DEVELOPMENT COUNCIL (hereinafter known as the DFDC)*** and be required to promote and develop Australian Rules Football in that zone.

**4.3** The Club's business address is PO Box 449, JOONDALUP WA 6919.

#### **5. COLOURS AND EMBLEM**

**5.1** The Club colours are Emerald Green, Gold and Black.

**5.2** The Club emblem is a Jet.

**5.3** The Club song is The Pride.

#### **6. AFFILIATION**

**6.1** The Club shall be affiliated with the Association and be bound by all laws and regulations associated with that Association.

#### **7. MATCHES**

**7.1** The Club shall nominate as many teams as possible to participate in inter-club competitions as arranged by the Association in the age groups specified by the Association.

**7.2** In accordance with the laws set down by the Australian Football League, The Club shall co-ordinate as Auskick Centre for its six to eight year old members.

#### **8. UNIFORM**

**8.1** The jumper will be Emerald Green with Gold right hand breast panel and Black left hand breast panel with the club emblem fixed to the left breast panel.

**8.2** Numbers are to be Gold and fixed to the back of the jumper.

**8.3** The shorts shall be Black football shorts.

**8.4** Socks shall be Emerald Green with a Gold band at the top.

**8.5** All team members representing The Club shall wear the playing uniform adopted by the Club.

**8.6** Teams must not at any time change the club colours or adopt any emblem other than those of the Club.

**8.7** Sponsors names and or logo's attached to uniforms, shall be only those approved by the Club. They shall be white rectangular patches with the sponsors name in black text, sown to the back of the jumper.

## **9. EQUIPMENT**

**9.1** All equipment must be signed for by the receiving member/s when collected from the Property Manager.

**9.2** Damaged or worn out equipment will only be replaced on a one for one basis.

**9.3** All damages and losses must be reported immediately to the Property Manager. Equipment that is damaged maliciously or through negligence by a member may be required to replace the equipment at a cost to be determined by the committee.

**9.4** Equipment must be returned to the Property Manager on the date specified by him/her, or by no later than two weeks after the season has concluded.

**9.5** Equipment that is loaned to members and is not returned to the Property Manager by the date specified will be considered to be a debt due to the Club by the member and that member may be required to replace the equipment at a cost to be determined by the committee.

## **10. REGISTRATION**

**10.1** No players shall be eligible to take part in any match under the control of the Club until formerly registered with the Club and a clearance obtained from the player's previous club if required.

**10.2** The registration form shall be the one approved by the Association and will show the following details:

**10.2.1** Name of the club with which the player desires to register.

**10.2.2** Full names, address, telephone number and date of birth of the player to be registered.

**10.2.3** Birth registration number and state or country of birth which shall be witnessed and confirmed by the club registrar.

**10.2.4** A liability disclaimer signed by the parent or guardian of the player to be registered and verifying registration details are correct.

**10.2.5** An indication from the player that he would be willing/not willing to be trained as an umpire of lower age groups.

**10.2.6** Signature of the Club registrar.

**10.3** A player's registration with the Club shall remain valid until:

**10.3.1** The player receives a clearance from the Club.

**10.3.2** The player does not play in a team for the club with which the player is registered for a period of two (2) consecutive calendar years.

**10.4** Once the Club has accepted the player's registration, the Club registrar shall submit the registration with the Association.

## **11. MEMBERSHIP**

**11.1** Membership shall be obtained upon payment of an annual fee as set by the committee for the current season. Payment (or Provision of payment) must be made to the Club Treasurer by the nominated date as set by the committee.

**11.2** Any player that has not paid his or her membership fee, or a portion of the fee as determined by the current committee, up to and including the sixth (6) game of the season, shall not be entitled to play any further games with the Club until payment is made. Players joining the Club thereafter, shall pay a set fee per game.

**11.3** Payment of the fee entitles all players, players' parents, or guardians' full financial membership and benefits as provided by the Club.

**11.4** Ordinary membership can be gained by paying a nominal fee as set by the committee.

**11.5** The Club may appoint a Life Member in recognition of service to the Club; no fee applies to a Life Member.

**11.6** Membership is valid for twelve (12) months from registration day.

## **12. TEAM NOMINATIONS**

**12.1** The Club may prior to a date decided upon by the Association lodge with the Association Secretary a list of team nominations for age groups in which the Club wishes to field a team or teams during the coming season.

**12.1.1** Each team nomination shall include the name and age group of the team and other relevant details of the following people:

**12.1.2** A coach with a level 1, 2 or 3 accreditation from the National Coaching Accreditation Scheme in the sport of Australian Rules Football.

**12.1.3** A manager capable of assisting the coach by carrying out all administrative duties relevant to the team needs.

**12.1.4** Names of all players to participate in that particular team.

**12.2** Clubs with more than one (1) team in a particular age group are NOT permitted to change players within those teams during the season.

### **13. CLEARANCES**

**13.1** A registered player may request a clearance from or to the Club at any time providing the clearance is completed prior to the thirtieth (30<sup>th</sup>) day of June in the current season.

**13.2** All applications for clearance must be signed by the player and endorsed by the parent or guardian.

**13.3** A clearance may be refused on the following grounds:

**13.3.1** The player has monies owing the Club e.g. fees.

**13.3.2** A clearance would prevent the Club from fielding a team in that age group.

**13.3.3** On the advice of the Association registrar that the request is unreasonable.

**13.4** A player who is under suspension by the Protests and Disputes Board may be transferred to another club PROVIDED notification of such suspension is given to the new club and the player continues to serve the full period of the suspension.

### **14. TEAM OFFICIALS**

**14.1** Teams playing at home shall ensure the following is provided:

**14.1.1** A time keeper for the duration of the match.

**14.1.2** A means of keeping time and of indicating the start and finish of each quarter to the field umpire.

**14.1.3** The time keeper shall also be responsible for keeping the third (3<sup>rd</sup>) score card which will be the deciding card should the goal umpires cards differ.

- 14.1.4** The time keeper shall sound a warning device during all intervals one (1) minute prior to the commencement of the next quarter.
- 14.2** A boundary umpire who shall be correctly attired and of sufficient knowledge and maturity to correctly throw the ball into play and carry out all other responsibilities of the position as defined by the laws of the game.
- 14.3** A goal umpire who will wear a white coat and have minimum of two (2) signaling flags and a score card.
- 14.3.1** The goal umpires will keep a record of each teams score during the game, will compare score cards at the end of every quarter and will change ends at half time.
- 14.3.2** At the conclusion of the game the goal umpires will date and sign the score cards and hand them to the field umpire.
- 14.3.3** The goal umpire will endeavour to keep the area behind the goals clear of spectators and other obstacles.
- 14.4** An interchange steward.
- 14.5** A team runner who shall be clearly identified by wearing an approved jacket.
- 14.5.1** In the 9's and 10's the coach is permitted on the ground, a runner is not required.
- 14.5.2** The 11's to 17's are permitted one (1) runner per team; the coach is not permitted on the ground.
- 14.5.3** Team runners are not permitted to remain on the playing arena, they are to relay the message and return to the coach's bench.
- 14.6** A person qualified in first aid to attend for the duration of the game.
- 14.7** Two (2) water persons to be identified wearing an approved jacket.

## **15. MATCH TIMES AND LENGTHS**

<b>15.1</b>	9's & 10's	8.45 am	4 x 15 minute quarters
<b>15.2</b>	11's & 12's	10.15am	4 x 15 minute quarters
<b>15.3</b>	13's	11.30am	4 x 15 minute quarters
<b>15.4</b>	14's & 15's	1.00pm	4 x 20 minute quarters
<b>15.5</b>	16's & 17's	3.00pm	4 x 20 minute quarters

## 16. INTERVALS

- 16.1** 1<sup>st</sup> quarter Not to exceed three (5) minutes
- 16.2** Half Time Note to exceed ten (10) minutes
- 16.3** 3<sup>rd</sup> quarter Not to exceed five (5) minutes

## 17. AGE GROUPS

- 9 and under as at 30<sup>th</sup> September – no minimum, unlimited reserves
- 10 and under as at 30<sup>th</sup> September – no minimum, unlimited reserves
- 11 and under as at 30<sup>th</sup> September – no minimum, unlimited reserves
- 12 and under as at 30<sup>th</sup> September – no minimum, unlimited reserves
- 13 and under as at 30<sup>th</sup> September – 18 per team, minimum 14, 7 reserves
- 14 and under as at 30<sup>th</sup> September – 18 per team, minimum 14, 7 reserves
- 15 and under as at 30<sup>th</sup> September – 18 per team, minimum 14, 7 reserves
- 16 and under as at 30<sup>th</sup> September – 18 per team, minimum 14, 7 reserves
- 17 and under as at 30<sup>th</sup> September – 18 per team, minimum 14, 7 reserves

- 17.1** All players in the respective age groups who turn 9, 10, 11, 12, 13, 14, 15, 16, 17 years of age, respectively, between the 1st day of October and the 31st day of December in the current season have the option to play one age group down.
- 17.2** The Association can allow older players to play down in special circumstances. These players are deemed eligible for Fairest and Best voting.
- 17.3** Whilst it is recommended that a player is registered in their own age group, a player may play up a maximum of two age groups.
- 17.4** The club shall not limit the number of players of a particular age group wishing to register with the club, however prior to the season commencing, the club (either through the committee or Coach) shall advise all players within an age group where the numbers exceed those stated above that a roster system shall be employed to ensure all players get equal game time.
- 17.5** Where a team has more players than the minimum number of players as stated above, the team coach and manager shall employ the clubs *team roster system* to ensure every player is given equal playing time at each game.
- 17.6** During finals, where a team has more than the maximum number of players as stated above, the team coach and manager shall employ the clubs *finals selection policy*, when choosing players whom will miss out on the game.

## 18. FOOTBALLS

**18.1** The Club supply footballs of approved size, in good condition and ready for match play.

**18.2** The home team shall provide the match ball.

**18.3** The following football sizes are approved for use:

**18.3.1** Size 2 (Mini League / Mini Team) for 9's and 10's

**18.3.2** Size 3 (Little League / Junior Team) for 11's and 12's

**18.3.3** Size 4 (School League / School Team) for 13's, 14's and 15's

**18.3.4** Size 5 (League / Senior Team) for 16's and 17's

## 19. GROUNDS

**19.1** Ovals shall be marked in accordance with the laws of the game, marking shall include an interchange area and a spectator line at least two (2) meters outside the boundary line and three (3) meters behind the goals.

**19.2** For AFL Auskick Rules matches the field dimensions shall not exceed 110m in length and 80m in width.

**19.3** For the 13's age group the recommended field dimensions are 140m in length and 120m in width but shall not exceed 150m in length and 130m in width.

**19.4** For all other Youth age matches the dimensions can range between 135m to 185m in length and 110m to 155m in width.

**19.5** A clearly identified coaches and players box shall be marked not less than five (5) meters from either side of the interchange area.

**19.5.1** Games shall not commence until padding has been placed on all fixed goal and point posts.

**19.5.2** The ground surface is to be inspected prior to the commencement of each game.

**19.5.3** A stretcher is to be placed at the interchange area for every game.

**19.5.4** Each team is to have at the ground a first aid kit and ice for medical treatments.

**19.5.5** Each team to have access to a telephone and emergency telephone numbers for ambulance, doctor and police.

## 20. GROUND SIZES

<b>20.1</b>	Modified's	110m x 80m
<b>20.2</b>	13 years	140m x 120m Recommended
<b>20.3</b>	14's to 17's	135m – 185m x 110m – 155m.

## 21. DISABILITY, PHYSICAL SIZE & DEVELOPMENT CRITERIA

- 21.1** A player with a disability may apply to the *JCC* to play down an age group during the current season.
- 21.2** Approval will only be granted if the player submits with their application to play down, written authority by a sports physician or registered medical practitioner.
- 21.3** The granting of any such request shall only apply to the current season.
- 21.4** A player granted permission to play down is still eligible for all awards associated with that team.

## 22. PROTECTIVE GEAR

- 22.1** A player wishing to wear protective head gear must apply in writing to the *DFDC* for approval; any application must be accompanied by a recommendation from a medical practitioner.
- 22.2** All protective head gear worn must be of an approved type.
- 22.3** The *DFDC* form approving the wearing of head gear must be shown to the umpire before each match. The umpire is authorized to forbid the player from participating in the game if the form of approval is not shown.
- 22.4** The Club strongly advocates the wearing of protective mouth guards by all players registered with the club.
- 22.5** Players are not permitted to wear a plaster cast in a game.
- 22.6** Players wishing to wear spectacles during matches and training must wear spectacles with plastic frames and plastic lenses and must be held on securely by a band.

## 23. INELIGIBLE PLAYERS

- 23.1** The following players will be ineligible to represent the Club:
  - 23.1.1** A player not properly registered with the Club or the Association.

- 23.1.2** A player who is above the age limit and does not have official approval to play down.
- 23.1.3** A player who in the opinion of an appropriate medical authority has suffered concussion, should not play for the following week i.e. stand out 1 week, provided the Club has been informed and whom such an authority to play has not subsequently cleared.
- 23.1.4** A player who is under suspension.
- 23.1.5** A player ordered from the arena by the field umpire during the match in progress.

## **24. RED AND YELLOW CARDS**

- 24.1** The field umpire has the authority to order any player or team official from the ground for breach of the Laws of the Game or act which threatens the authority of the umpires or the well being of the players, officials or spectators. The field umpire shall indicate all send offs by raising one (1) of the following:
  - 24.1.1** A YELLOW CARD – used for minor infringements, the player is sent from the ground for the remainder of the quarter and may be replaced immediately.
  - 24.1.2** A RED CARD – the player is sent from the ground for the remainder of the match and is automatically placed on report, the reported player may be replaced at the next break, i.e. quarter time.
  - 24.1.3** Any player receiving three (3) YELLOW cards in a season receives an automatic one (1) week suspension.
- 24.2** Any coach or official reported, may in addition to any other penalty be brought before a review committee.

## **25. REPORTED PLAYERS**

- 25.1** A player against who any charge has been proved at a hearing of the P&D Board during the current season or any player who has received an automatic suspension as a result of having been sent from the ground three (3) times during the season shall be disqualified from participating in the voting for fairest and best awards.

## **26. TROPHY VOTING**

- 26.1** The team manager is responsible for issuing three (3) voting slips to different parents at each gate (it is recommended by this club that a roster system be used to ensure unbiased results be achieved). The slips are to be filled out voting on a 3, 2, 1 basis. E.g., 3 votes for the best player, 2 votes for the second best, 1 vote for third best.

**26.2** The three cards are then to be sealed in an envelope showing:

**26.2.1** The team e.g. 13's Gold

**26.2.2** The match date

**26.2.3** The name of the opposition

**26.3** The envelope is to be given to the Club Registrar by 6.00pm on the day the game is played.

## **27. VOTE COUNTING**

**27.1** Vote counting will be conducted by the President, Vice President, Secretary and Registrar at their earliest convenience after the completion of the home and away fixtures.

## **28. GAME TROPHIES AND BADGES**

**28.1** During the season, the club will award:

**28.1.1** Certificates and T shirt to players who achieve 50, games for the club.

**28.1.2** Trophy and Jacket to all players who achieve 100 games for the club and name placed on the Clubs 100 Game honor board.

**28.1.3** Club game record holder to be recognised on an Honour Board at the end of the players last year with the JKJFC. *(Games counted are only those played at the JKJFC and played in the 9 – 17 age groups. Auskick games are not included in the count).*

**28.1.4** Coaches may make weekly awards (e.g. Free passes, drinks etc) at their discretion. The cost is to be borne by the team Not the club.

## **29. CLUB TROPHIES AND MEDALLIONS**

**29.1** At the end of the season, the Club will award trophies to:

**29.1.1** All players who played for junior teams. (Participation Trophy for 12's and under).

**29.1.2** In each open rules team

- Fairest and Best
- Runner Up Fairest and Best
- Most consistent
- Most Improved
- Encouragement Award

**29.1.3** The first two (2) of the above trophies will be decided by votes cast at each weeks games. Most Consistent does not necessarily have to be the third highest vote getter, it could be the players who polls votes in the most games throughout the season. The final two (2) awards are Coach and Manager choices and are not awarded on votes polled.

**29.2** If two (2) or more players should tie for the Fairest and Best Award, there will be NO count back system. All winners shall receive a trophy.

### **30. INELIGIBLE FOR CLUB TROPHIES**

**30.1** Players ineligible to receive Club trophies or awards are:

**30.2** Any player found guilty of an offence and suspended by the Association Protest & Disputes Board, or given a suspended sentence.

**30.3** Any player who has been sent from the field three (3) times by the Umpires during the current season, including finals games.

### **31. PUBLIC STATEMENTS**

**31.1** No statements are to be made on behalf of the Club other than by the Club President or his authorized delegate.

### **32. SPONSORSHIP**

**32.1** The club and its membership shall adopt and abide by the JKJFC Sponsorship Policy, when selecting, engaging and managing Sponsors.

**32.2** Club members are encouraged to actively seek sponsorship for the Club however, all sponsorships have to be approved by the Executive Committee or designated officer.

### **33. HEALTHY CLUB POLICY**

**33.1** The club and its membership shall adopt and abide by the JKJFC Healthy Club Policy, in regards to;

- Smoking
- Alcohol
- Drugs
- Sun Protection
- Sports Safety
- Healthy food choices.

### **34. INTERPRETATION OF BY-LAWS**

**34.1** Interpretation of these by-laws shall be at the sole determination of the Management Committee whose decision shall, unless and until set aside

by the Annual General meeting or Special meeting, be binding upon all members.

### **35. ALTERATION OF BY-LAWS**

- 35.1** The Management Committee shall have the power to repeal or amend or add to the By-laws by a motion carried by seventy five percent majority of all members of the Management Committee.
- 35.2** All alterations shall be ratified by seventy five percent of all members at the Annual General Meeting or special meeting duly convened for that purpose. The procedure shall apply as specified in Part 17 of the Constitution.