



# BATHURST DISTRICT FOOTBALL

## 2026

**BATHURST DISTRICT FOOTBALL INCORPORATED**

**2026**

**ASSOCIATION  
POLICIES**

# CONTENTS

<u>POLICY #</u>	<u>ITEM</u>	<u>PAGE</u>
Policy 1	Animals	4
Policy 2	Alcohol	7
Policy 3	Smoking	8
Policy 4	Hot Weather	9
Policy 5	Lightning	10
Policy 6	Pregnancy	12
Policy 7	Social Media	14
	Scope	14
	Guiding Principles	15
	Usage	15
	Official Blogs	16
	Consideration Towards Others	16
	Breach of Policy	17
Policy 8	B&F / HGS	18
	Best and Fairest	18
	Highest Goal Scorer	19
	Club Championships	19
Policy 9	Prizemoney	21
Policy 10	Images of Children	22
Policy 11	Active Kids Rebate	25
Policy 12	Use of LED Scoreboard	26
	Clubs	26
	Sponsors	26
	Advertisers	27
	Others	27
	General Rules	27
	Content Guidelines	28
	Charges	28
Policy 13	Field Advertising	29
Policy 14	Female Development	30
Policy 15	Canteen Program	31
Policy 16	Competition Grading	32
Policy 17	BDF Facebook Page	34
Policy 18	FNSW Champion of Champions	35
Policy 19	Training	36
Policy 20	Gender Identity	37

<b>Policy 21</b>	<b>Concussion</b>	<b>38</b>
	<b>Signs of Concussion</b>	<b>38</b>
	<b>Remove From Play</b>	<b>38</b>
	<b>Medical Assessment</b>	<b>39</b>
	<b>Return To Play</b>	<b>39</b>
	<b>Headcheck App</b>	<b>39</b>
<b>Policy 22</b>	<b>Child Safeguarding</b>	<b>40</b>
<b>Policy 23</b>	<b>Wet Weather</b>	<b>41</b>
<b>Policy 24</b>	<b>Email, Communication, Confidentiality &amp; Security</b>	<b>42</b>
	<b>Aims</b>	<b>42</b>
	<b>Specifics</b>	<b>43</b>
	<b>Emails</b>	<b>43</b>
	<b>Communication</b>	<b>43</b>
	<b>Address Forwarding</b>	<b>43</b>
	<b>Confidentiality &amp; Information Security</b>	<b>43</b>
	<b>General</b>	<b>43</b>
	<b>Confidentiality</b>	<b>44</b>
	<b>Requests for Sensitive Information</b>	<b>44</b>
	<b>Personal &amp; Facility Security Considerations</b>	<b>45</b>
	<b>Keys &amp; Passwords</b>	<b>45</b>
	<b>Vandalism &amp; Serious Incidents</b>	<b>45</b>
	<b>Scoreboard Operations</b>	<b>46</b>
	<b>All BDF Personnel</b>	<b>46</b>
	<b>Responsibilities &amp; Sanctions</b>	<b>46</b>
<b>Policy 25</b>	<b>Playing Above Age Criteria</b>	<b>47</b>
<b>Policy 26</b>	<b>Game Time Policy</b>	<b>48</b>

*Last Update : March 3<sup>rd</sup>, 2026*

## **POLICY 1    ANIMALS AT PROCTOR PARK**

### **1    PURPOSE**

This policy regulates the presence of animals at Proctor Park and ensures compliance with:

- Companion Animals Act 1998 (NSW);
- Guide Dogs Act 1967 (NSW);
- Disability Discrimination Act 1992 (Cth); and
- Bathurst Regional Council directives.

### **2    ASSISTANCE ANIMALS – PUBLIC ACCESS RIGHTS**

Under the Disability Discrimination Act 1992 (Cth), a person with a disability accompanied by a lawful Assistance Animal is entitled to access public places.

An Assistance Animal is an animal that:

- Is trained to assist a person with a disability; and
- Is accredited under a State or Territory law; or
- Is trained to meet appropriate standards of hygiene and behaviour appropriate for public access.

Bathurst District Football (BDF) recognises and complies with these statutory access rights.

Accordingly:

- Lawful Assistance Animals are permitted at Proctor Park without prior approval;
- Assistance Animals must remain under the effective control of the handler at all times;
- BDF may request reasonable evidence that an animal qualifies as an Assistance Animal where this is not readily apparent.

An Assistance Animal may be required to be removed if it is not under effective control or fails to meet appropriate standards of behaviour or hygiene.

No sanction or fine will apply where an animal qualifies as a lawful Assistance Animal.

### **3 GUIDE DOGS**

Under the Guide Dogs Act 1967 (NSW), a person accompanied by a trained guide dog is entitled to access public places. BDF recognises and complies with these rights.

### **4 COMPANION ANIMALS**

A Companion Animal is defined under the Companion Animals Act 1998 (NSW) and includes animals ordinarily kept as pets.

The Companion Animals Act permits local councils to prohibit companion animals from specified public places, including playing fields and sports grounds.

Where Bathurst Regional Council has imposed restrictions at Proctor Park:

- Companion animals are prohibited in restricted areas;
- Individuals must not bring companion animals into areas where Council restrictions apply.

Companion animals do not have automatic public access rights under discrimination legislation.

### **5 THERAPY / PAT ANIMALS**

Therapy or 'Pets As Therapy (PAT)' animals are not automatically recognised as Assistance Animals under the Disability Discrimination Act 1992 (Cth).

Attendance of therapy animals must comply with Council restrictions and may require prior approval from the relevant authority.

## **6 ENFORCEMENT AND SANCTIONS**

Where an individual affiliated with a club brings an animal into Proctor Park in breach of Council restrictions or this policy (other than a lawful Assistance Animal), BDF may take disciplinary action in accordance with its Competition Regulations.

This may include issuing a fine to the affiliated club.

This enforcement provision does not apply to lawful Assistance Animals as recognised under applicable legislation.

## **7 SAFETY AND CONDUCT**

Any animal present at Proctor Park must:

- Be under effective control;
- Not pose a safety risk;
- Not interfere with match operations; and
- Comply with applicable legislation and Council directives.

*BDF reserves the right to require removal of any animal that does not comply with these requirements.*

## POLICY 2    ALCOHOL

Bathurst District Football is a fully licensed premise for the purpose of the sale and consumption of alcohol. As such it is governed by the same rules and regulations that apply to all hotels, pubs and clubs.

Entry into the Proctor Park Football Complex is entry into a licensed premise. As such the following rules apply:

1. Alcohol may not be brought into the complex **AT ALL**.
2. Alcohol may only be purchased in accordance with State Laws, eg over 18.
3. Alcohol purchased from BDF must be consumed in the area identified in its license as the Bar area.
4. BDF applies the Responsible Service of Alcohol to all patrons.
5. NO alcohol can be taken anywhere near any playing field (grassed area)

Any person breaching these directives will be ejected from the complex. They may also face fines of up \$2000 from the police, and the identified associated club will receive fines from BDF in accordance with Clause 26 ii)

## POLICY 3     SMOKING

Smoking at Sporting Grounds has been banned by the State Government since January 7<sup>th</sup> 2013. Bathurst Regional Council and Football NSW also ban smoking at Sporting grounds.

Bathurst District Football has also banned ALL smoking from all grounds at Proctor Park and Police Paddock. This ban also extends to the Home Grounds of any affiliated club.

Smoking is strictly prohibited on any grassed area at Proctor Park or Police Paddock, and includes all associated Car Parks. BDF has allocated 1 area (2 metres x 4 metres) at Proctor Park at the back of the Clubhouse as a smoking area. As this area constitutes a passage way between the Car Park and Clubhouse/fields, patrons using this area to smoke must refrain from doing so when pedestrian traffic is in that area.

Any person breaching these directives may be ejected from the complex, and can be fined up to \$500 by Enforcement Officers of the State. The identified associated club will also receive fines from BDF in accordance with Clause 26 vii).

Under section 7 of the Smoke-Free Environment Act 2000 **E-Cigarettes and Vaping** are banned from all areas in which traditional cigarettes are banned. As such they are banned from all BDF Grounds.

## **POLICY 4 HOT WEATHER**

Bathurst District Football has *adopted the Extreme Hot Weather policy as issued by FNSW in its email dated February 20 2026.*

The current policy involves a 3 step procedure as below:

1. Use the SMA Het Risk Webtool to assess the heat risk.  
<https://sma-heat-policy.sydney.edu.au/>
2. Refer to the new SMA Extreme Heat Risk Response  
[https://sma.org.au/wp-content/uploads/2026/01/Extreme-Heat-Policy-2025\\_v1.pdf](https://sma.org.au/wp-content/uploads/2026/01/Extreme-Heat-Policy-2025_v1.pdf)
3. If the webtool is offline or otherwise unavailable use the FNSW Extreme Heat Policy  
<https://footballnsw.com.au/wp-content/uploads/sites/33/2025/01/FNSW-Extreme-Heat-Policy-2025-Updated-240125.pdf>
4. Guidelines Weather Guidelines
  - Schedule games and training for cooler parts of the day or evening
  - Ensure regular hydration (water/fluid intake) by players, officials and other participants
  - Monitor the wellbeing of players, officials, volunteers and staff
  - Increase breaks during games and training to allow rest in shade and fluid intake.

The webtool will identify the Sport Heat Risk for the area specified as follow:

**YELLOW** (Low Risk)

- Hydrate, before during and after games, and regulate clothing.

**ORANGE** (Moderate Risk)

- Increase the frequency and length of shaded rest breaks.

**RED** (High Risk)

- As above plus active cool down strategies like ice packs and ice filled damp towels

**MAJENTA** (Extreme Risk)

- Stop the activity and apply all of the above
- Postpone or reschedule to a cooler time

**PLEASE REFER TO THE FULL POLICY FOR DETAILS**

## **POLICY 5 LIGHTNING**

Bathurst District Football applies the policy for Lightning as issued by FNSW in its advice last dated February 22 2016.

Experts consider that a safe distance from lightning is more than 10km. Therefore, when lightning is within 10km, appropriate shelter should be sought.

In the absence of specific information from a weather radar or specialised lightning warning device, the 30/30 Guideline (described in further detail below) should be used.

Note that lightning may be obscured by clouds. If thunder is heard, you should assume lightning is in the vicinity. Similarly, just because there are blue skies overhead, does not mean that the danger has passed. Careful judgment must always be used to determine whether a threat exists. If in doubt, stop outdoor activities and seek safety under an appropriate shelter

### **30/30 LIGHTNING SAFETY GUIDELINE**

1. Stop play if the time between seeing a lightning flash and hearing thunder is less than 30 seconds. Immediately seek safety under appropriate shelter.
2. Do not resume play until at least 30 minutes has passed since the last thunder was heard.

### **SAFETY MEASURES**

1. Seek shelter in a substantial building with at least normal headroom or within a totally enclosed, metal bodied vehicle such as car or truck with metallic roof. If in a car, close the windows and avoid contact with metallic parts and remove any hands-free mobile telephone attachments from the body. Conventional fabric shelters and tents offer no protection; small sheds offer uncertain protection.
2. Do not shelter under trees, particularly an isolated tree. If surrounded by trees, seek a position outside the foliage and crouch, keeping the feet together.
3. Do not shelter in small sheds, pagodas, walkways etc. with low unearthened metallic roofs supported on wooden or other electrically insulating materials.

4. Do not touch or stand close to any metallic structures, including wire fences, light towers, or goalposts.
5. Do not stand on or under bridges or other elevated structures.
6. Do not carry metallic objects such as umbrellas or golf clubs and remove metallic chains and other jewellery, particularly from the head and upper parts of the body.
7. If on an open field away from any shelters, keep as low and as small as possible, i.e. crouch keeping the feet together and do not touch any objects or people near you. A dry ditch, valley or any depression in the ground is safer than an elevated or flat terrain. Do not lie on the ground as dangerous voltage could develop across the body by earth currents generated by a nearby strike. Footwear or a layer of non-absorbing, insulating material, such as plastic sheets, can offer some protection against earth voltages.
8. Do not ride or sit on bicycles or motorcycles, or otherwise elevate the body above the surroundings.
9. Do not swim or wade in any body of water. Exit the water and move to a safe place.

## POLICY 6 PREGNANCY

Bathurst District Football applies the policy for Pregnancy as issued by FNSW in its last advice dated April 27 2004.

As a result of developments in sport involving women who are pregnant, Football NSW has recognized the need to develop a consistent policy concerning females wishing to continue playing football or football related activities whilst pregnant.

All sporting organisations owe a duty of care to pregnant players participating in their sport. A document formulated by the Australian Sports Commission (ASC) entitled ‘Pregnancy in Sport – Guidelines for the Australian Sporting Industry’, together with independent legal advice, has been adopted by Football NSW.

The ASC guidelines support the position that any pregnant player should be given the opportunity to decide for herself, in consultation with her medical advisers, whether or not to participate whilst pregnant. Football NSW supports the ASC guidelines in relation to football or football related activities.

The ASC guidelines state that “Sporting organisations may owe a duty of care to pregnant players to advise them that there are theoretical risks involved in participating while pregnant, and to advise them that they should obtain medical advice about whether to participate and for how long.”

“Sports administrators’ duty of care to pregnant players does **not** require them to place a blanket ban on the player’s participation in a particular sport from a specific stage of pregnancy (emphasis added).”

The ASC advocate this position on the basis of current medical evidence and legal advice as to the risks and potential liability surrounding the issue.

In this regard, please find attached a pregnancy checklist, which has been developed to assist all clubs and associations in dealing with the issue prior to, and post notification of player pregnancy.

The checklist advises that:

Continued participation in football during pregnancy poses theoretical risks to them and to their unborn child. Under no circumstances should you advise, issue guidelines or discuss those theoretical health risks of continued participation in football, but rather direct the player to the general concept. Providing advice or issuing guidelines of this type is potentially dangerous, as you then become potentially liable for their correctness.

Pregnant players should always seek advice from an appropriately qualified medical practitioner as to the risks involved in participating in football and related activities while pregnant and whether it is safe for them to continue participating in football while pregnant and, if so, for how long should they continue to participate. This advice should be given by the player's own doctor to avoid further liability.

Obtaining this advice will allow the player to make an informed decision on medical grounds whether or not she continues to participate in the sport and related activities and, if so, for how long.

Whilst you are able to enquire as to whether or not the player has sought appropriate medical advice, you cannot request details. The player is not obliged to provide a medical certificate however, if one is presented it is beneficial.

It is essential that the steps within the checklist are followed and that the document is appropriately distributed to all your members.

If you are aware that the player either has not obtained appropriate medical advice or is ignoring such medical advice, there is a duty of care to take positive steps to protect both the mother and the unborn child. These steps may include arranging for the player to see an appropriately qualified medical practitioner (not associated to the club or association) or to provide counselling to cease competing of her own accord, or out of regard to the unborn child.

## POLICY 7 SOCIAL MEDIA

Social media offers the opportunity for people to gather in online communities of shared interest and create, share or consume content. As a member based organisation, Bathurst District Football (**BDF**) recognises the benefits of social media as an important tool of engagement and enrichment for our members.

It is important that the reputation of BDF, its affiliated clubs and sponsors and the sport generally is not tarnished by anyone using social media tools inappropriately, particularly in relation to any content that might reference BDF.

When someone clearly identifies their association with BDF, and/or discusses their involvement in the organisation in this type of forum, they are expected to behave and express themselves appropriately and in the ways that are consistent with BDF's stated values and policies.

This policy aims to provide some guiding principles to follow when using social media. This policy does not apply to the personal use of social media platforms by BDF members or staff that makes no reference to BDF or related issues.

### **SCOPE**

This policy applies to BDF Members, BDF Committee Members, Clubs, their committees, officials and players, and paid contractors of BDF.

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

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

The intent of this policy is to include anything posted online where information is shared that might affect members, colleagues, sponsors or BDF as an organisation and the reputation of the sport in general.

## **GUIDING PRINCIPLES**

The web is not anonymous. BDF Members and Clubs should assume that everything they write can be traced back to them.

Due to the unique nature of BDF, the boundaries between a BDF Member and staff's profession, volunteer time and social life can often be blurred. It is therefore essential that people involved with BDF make a clear distinction between what they do, think or say in their capacity with BDF. BDF considers all members, players, spectators and officials of its clubs as its representatives.

When using the internet for professional or personal pursuits, all staff and Members must respect the brands of FNSW, BDF, all Association Members and Football Clubs, other staff and Members and anybody else involved in our sport and follow the guidelines in place to ensure that sport's intellectual property or its relationships with sponsors and stakeholders is not compromised (see "Branding and Intellectual Property" below) or the organisation is brought into disrepute.

## **USAGE**

For all associated BDF parties using social media, such use:

- Must not contain, or link to, libellous, defamatory or harassing content – this also applies to the use of illustrations or nicknames;
- Must not comment on, or publish information that is confidential in anyway;
- Must not bring the organisation or the sport into disrepute; or
- Must not otherwise be in breach of the FFA Code of Conduct.

For BDF Committee and Members using social media, such use must not interfere with work commitments.

## **OFFICIAL BLOGS, SOCIAL PAGES AND ONLINE FORUMS**

When creating a new website, social networking page or forum for staff, Association Members, Football Clubs, competitions or Members generally, care should be taken to ensure the appropriate person has given permission to create the page or forum.

Similarly, appropriate permissions must be obtained for the use of logos or images. Images of children may not be replicated on any site without the written permission of the child's parents and/or guardian.

For official BDF blogs, social pages and online forums:

- Posts must not contain, nor link to pornographic or indecent content;
- Some hosted sites may sell the right to advertise on their sites through “pop up” content which may be of a questionable nature. This type of hosted site should not be used for online forum or social pages as the nature of “pop up” content cannot be controlled;
- BDF members must not use BDF online pages to promote personal projects; and
- All materials published or used must respect the copyright of third parties.

## **CONSIDERATION TOWARDS OTHERS WHEN USING SOCIAL NETWORKING SITES**

Social networking sites allow photographs, videos and comments to be shared with thousands of other users. BDF Members, players, and officials must recognise that it may not be appropriate to share photographs, videos and comments in this way.

For example, there may be an expectation that photographs taken at private BDF events will not appear publicly on the Internet. In certain situations, BDF committee or Members could potentially breach the Privacy Act or inadvertently make BDF liable for breach of copyright.

BDF Members or committee should be considerate to others in such circumstances and should not post information when they have been asked not to or consent has not been sought and given. They must also remove information about another person should they be asked to do so.

Under no circumstance should offensive comments be made about BDF, committee, Clubs, their officials and players and BDF Members online.

## **BREACH OF POLICY**

BDF will continually monitor online activity in relation to the organisation and the sport. Detected breaches of this policy should be reported to BDF.

If detected, a breach of this policy may result in disciplinary action from BDF under the BDF Constitution and Playing Regulations. A breach of this policy may also amount to breaches of other BDF governing documents including its constitution, Playing Rules and other policies. This may involve a verbal or written warning or in serious cases, fine or suspension against players and officials, cessation of employment or engagement with BDF and or suspension of membership.

## POLICY 8 BDF AWARDS

BDF shall run on a yearly basis in conjunction with its competitions, player and club competitions under the following:

- 1) Best And Fairest (Competitive Seniors & Juniors)
- 2) Highest Goal Scorer (Golden Boot) (Seniors Only)
- 3) Major & Major Club Championships (Seniors Only)

These shall be run for, or involve, each and every grade in the senior competition.

### **Best and Fairest**

*Each Coach/Manager* shall allocate points for the player *from the opponent's team* that they believe to be the best and fairest player on the field in each senior match. Points shall be awarded on 3 , 2 , 1 system, 3 going to the best, 2 to the next best, and 1 to the 3<sup>rd</sup> best.

Players shall *only be eligible to accrue points when playing in their own grade.* Players playing out of their own grade will not be eligible to accrue points.

Any player who receives a red card during the year, or receives a suspension due to the accrual of 5 yellow cards is automatically ruled *ineligible* for the B&F.

The winner of the competition shall be the player with the most points at the end of the normal competition rounds.

The recorder is to only record points and or goals actually recorded on the Dribl match sheet. *Games where either team fails in their duty to allocate points and or goals, will have no goals or points accrued.*

*It is the sole responsibility of each Team Manager to ensure the details on the match sheet are true and correct.* The Managers digital signature in confirming the team sheet is taken as their approval of the content within the match sheet.

## **Highest Goal Scorer**

The referee's shall record all players scoring goals in each match.

*Players shall only be eligible to accrue goals when playing in their own grade.*

The winner of the competition shall be the player with the most goals at the end of the normal competition rounds.

The recorder is to only record goals actually recorded on the match sheet. ***Games where the referee fails in their duty to record goals will have none recorded.***

Where no referee has been appointed to officiate, the goals will be recorded by the Team recorder of the home team as per Dribl match sheet procedures.

***It is the sole responsibility of each Team Manager to ensure the details on the match sheet are true and correct.*** The Managers signature on the card is taken as their approval of the content within the card.

## **Club Championships**

This is a major award that will be given to the best performing club.

### **Definitions**

- i) To be eligible for the Major Club Championship – Mens a club must have teams in 3 or more separate grades.*
- ii) To be eligible for the Minor Club Championship – Mens a club must have teams in 2 or less separate grades.*
- iii) To be eligible for the Major Club Championship – Womens a club must have teams in 3 or more separate grades.*
- iv) To be eligible for the Minor Club Championship – Womens a club must have teams in 2 or less separate grades.*

## Calculations

- i) In all Championships where more than 1 grade is featured, points are allocated by using the final points achieved by a team in the competition at the end of normal competition rounds, and multiplying those points by:
  - i. *For Mens Major Competitions*
    1. *MPL x 5*
    2. *M2 x 4*
    3. *M3 x 3*
    4. *M2 x 2*
    5. *M5 x 1*
  - ii. *For Mens Minor Competitions*
    1. *Highest Grade x 2*
    2. *Next Grade x 1*
  - iii. *For Womens Major Competitions*
    1. *WPL x 4*
    2. *W2 x 3*
    3. *W3 x 2*
    4. *W4 x 1*
  - iv. *For Womens Minor Competitions*
    1. *Highest Grade x 2*
    2. *Next Grade x 1*
- ii) Where a club has more than 2 teams in the one grade, both teams will receive points for that grade as per the calculation above.
- iii) For the total number of points earned by a Club in a Championship, the points earned by all teams in that championship are added together.
- iv) The winner is the Club with the most total points.

## **POLICY 9    PRIZE MONEY**

Depending on Sponsorship, BDF may offer Prize Money for the following competitions, in the following amounts:

### **Mens Premier League**

Winner	\$1,000
Finalist	\$ 250
Minor Premier	\$ 500

### **Ladies Premier League**

Winner	\$1,000
Finalist	\$ 250
Minor Premier	\$ 500

### **All Other Divisions**

Winner	\$ 250
Finalist	\$ 50

## POLICY 10 IMAGES OF CHILDREN

BDF supports and adopts the policy for Images of Children as provided by the Australian Sports Commission and provided by FNSW.

In Australia, generally speaking, there is no law restricting photography of people (including children) in public spaces as long as the images are not:

- indecent (such as 'up skirt' or 'downblouse' photographs taken covertly in change rooms or toilets)
- being used for voyeurism or made for the purpose of observing and visually recording a person's genital or anal region
- protected by a court order (eg. child custody or witness protection)
- defamatory
- being for commercial purposes (person's likeness is used to endorse or entice people to buy a product).

Photo's of children are not allowed in the following circumstances:

- Photos of a child (including your own child) that contravene Criminal Codes and censorship laws if the child is photographed in a provocative or sexual manner.
- Where FNSW, BDF or Bathurst Regional Council, as owners and operators of the playing fields and complexes prohibit such photo's
- Video's and Photo's of children for any reason other than action playing photo's or video's, team photo's, and individual photo's for team or club productions

If a person is taking photographs inappropriately (e.g. breaching the restrictions or ban in place for that private property or venue), then venue management can request the person to stop. If the person refuses, the police or security may be called to escort them off the property.

Warning: Whereas most people taking photos of children at sporting events are doing so for acceptable reasons and are using appropriate methods, for example, a parent videoing their child at a sports presentation or photographing their child on the field during play or a professional photographer taking photos for a club.

The small size of many cameras and the advent of mobile phone cameras make it easier to take photos and harder to monitor. Digital photo publication can now be printed at home and photos can be taken, altered, and transmitted quickly to a vast audience by posting on the internet or 'on sending' the photo to mobile phone users.

This greater ease of taking and modifying images has raised concerns about the potential risks of child abuse posed directly and indirectly to children and young people through the inappropriate use of photographs featured on sports web sites and in publications.

The following information and suggested strategies have been provided for sporting clubs and associations to consider when acquiring and displaying images of children and young people on web sites and in other publications. It is not intended to restrict people taking photos for legitimate reasons.

Please note that this information is not intended to be, nor should it be relied upon as a substitute for legal or other professional advice. Organisations and individuals should seek legal advice in relation to these issues in your state or territory.

### **The Law**

Where a sporting event is held on a club's private property, privately owned land, a school or council owned facilities, the owner of private property or venue is able to restrict, ban or require permission of photography anywhere in their venue (e.g. some council owned facilities will not allow mobile phones or cameras in change rooms or toilets). Where a sporting event is held on private property not owned by the organisers, it is good practice to determine a mutually agreed photographing policy.

### **Strategies - acquiring Images**

- Clearly outline and publicise what is considered appropriate behaviour in obtaining images and what is considered appropriate image content.
- Do not allow photographers (professional photographers, spectators, fans, coaches or members of the media) unsupervised access to children.
- Ensure the coach informs any athlete and parent(s) if the coach wants to video the athlete as a tool to analyse and improve performance.
- Obtain the consent of parent /guardian and their agreement to be present before approving photo/video sessions outside the event venue or at the home of a child. Where possible, have the photo taken at the event venue.
- Provide details of who to contact within the club or organisation if concerns or complaints of inappropriate behaviour in taking images or content are raised. Ensure that the contact person understands the application of relevant legislation and policies.

- Provide members of the media and professional photographers with an identification pass to be worn for the duration of major/large events.

### **Strategies - displaying images**

- Consider using models or illustrations for promotional / advertising purposes.
- Obtain permission from the child's parent/guardian prior to taking the images of a child or young person. Ensure that all concerned are aware of the way in which the image is to be used and how long the image will be displayed.
- If an image is used avoid naming the child. If this is not possible avoid using both a first name and surname.
- Avoid displaying personal information such as residential address, email address or telephone numbers if images are being posted on websites or distributed in publications.
- Do not display information about hobbies, likes/dislikes, school, etc as this information has the potential to be used as grooming tools by paedophiles or other persons.
- Only use appropriate images of the child, relevant to the sport or activity, and ensure that the athlete/child is suitably clothed. Images of athletes participating in sports or activities that involve minimal clothing (e.g. swimming and gymnastics) or unusual body positions/poses could potentially be misused.
- Reduce the ability for direct copying of pictures from a website to another source (i.e. disable the 'right mouse click' function).
- Clearly outline in a written contract to photographers who are contracted or paid to take photos, who will retain the images taken, include arrangements made for negatives, digital file and proofs and outline any restrictions for use and sale.
- Provide details of who to contact and what to do if concerns or complaints of inappropriate image use are raised.

For further information refer to the Taking images or video of Children at Sporting Events information at [www.playbytherules.net.au](http://www.playbytherules.net.au)

## **POLICY 11   ACTIVE KIDS REBATE**

The Active Kids Rebate is a Rebate paid to BDF Clubs by the State Government to assist families with the ongoing costs with Registration Fees.

**IT IS NOT PAID BY PARENTS AND THEREFORE IS NOT REFUNDABLE TO PARENTS.**

There are 3 situations where refunds may occur under this system:

### **1. ELIGIBLE PLAYER TRANSFERRING CLUBS**

When a player decides to change from 1 club to another, the Rebate paid to the original club will be paid by that club to the new club. This transfer is to be negotiated between the 2 clubs.

### **2. ELILIGBLE PLAYER CHANGING SPORTS**

When a player ceases to play Football, and decides to play another sport, the parent will organize the new sporting Club / Association to liaise with the BDF Club to pay the Rebate to the new sport

### **3. ELIGIBLE PLAYER NOT PLAYING SPORT ANYMORE**

The Rebate has been paid to the BDF Club by Service NSW. It was not paid to the parent and can not be refunded to them. No further transaction will occur.

*NB: It is incumbent on BDF Clubs to ensure the validity and eligibility of the Registration of the Child with the new Club and or Sport.*

## **POLICY 12 USE OF LED SCOREBOARD**

BDF will actively use and promote the use of the Official Scoreboard for the purposes of Club Promotion and Advertising for all bodies.

For the purposes of the use of the LED Screen, BDF identifies 4 classes of User:

- 1) Clubs
- 2) Sponsors
- 3) Advertisers
- 4) General Users (Charities / Individuals)

### **1) CLUBS**

All clubs are welcome to, and encouraged to use the LED Screen to promote, their club under 3 instances:

#### **i) Club Administration (No Charge)**

This includes, but is not limited to, the Clubs using the scoreboard to advise members of matters related to their club. Administration details such as registration details, Club rosters and duties.

#### **ii) Promotions**

This includes, but is not limited to, notice of Club Events, Derbies, Promo Nights, Fundraising and Social Events, Presentations, and functions.

#### **iii) Advertising**

This includes any and all forms of advertising for either the club, or affiliates of the club such as sponsors. Promotion of any non-football entity, or commercial projects of Clubs are included in the category.

### **2) SPONSORS**

Official contracted BDF Sponsors and partners may use the screen to promote their business (Included in Package). This includes Competition Name Sponsors, Association Financial Sponsors, and Association Partners providing sponsorship by way of products or services.

### **3) ADVERTISERS**

BDF welcomes commercial businesses to promote their business with material appearing on the Screen. Such advertising may be by way of still promotions shown for fixed time periods, or may be animated / live action commercials.

### **4) OTHERS**

BDF welcomes other parties to use the screen for promotion:

i) Individuals

– Any member of the BDF community is welcome to use the Screen for  
– personal reasons eg: Birthday or Anniversary Wishes .

\_ ii) Charities (No Charge)

– Charitable organisations may use the screen for promotion of their  
– charity or a charitable event

### **5) GENERAL RULES**

\_ i) BDF reserves to right to cease showing content at any time under the  
– following circumstances:

- a) Failure to pay accounts
- b) Inappropriate use of content
- c) Inappropriate behaviour by clubs or sponsors
- d) Breach by a club of BDF Codes of Conduct

\_ ii) Only people authorised by BDF may operate the Screen / Scoreboard,  
– and only BDF executive committee may put data on the computer. All  
– device being connected to the computer must first be checked for  
– safety.

## **6) CONTENT GUIDELINES**

Sponsorship content and connotations will be handled on a case basis, however any sponsor that is a pub without a bistro will not be played on Saturday competitions. BDF reserve the right to distinguish appropriate content. Their decision is final and not reviewable.

The following information provides a general guideline of content that will not be accepted:

- i) Is not of a suitable artistic and technical quality
- ii) May violate any rights of any person, firm or corporation
- iii) Contains any false, unsubstantiated or unwarranted claims for any product or service, or makes any unauthenticated testimonials
- iv) Advertises any habit-forming drug, tobacco product, distilled liquor, handgun or handgun ammunition
- v) Contains any material constituting or relating to a lottery, a contest of any kind in which the public is unfairly treated or any enterprise, service or product that tends to encourage, abet, assist, facilitate or promote illegal or legal gambling
- vi) Contains any material that is defamatory, obscene, profane, vulgar, repulsive or offensive, either in theme or in treatment or that describes or depicts repellently any internal bodily functions or symptomatic results of internal conditions, or refers to matters that are not considered socially acceptable topics
- vii) Contains any false or ambiguous statements or representations that may be misleading to the audience
- viii) Disparages or libels any competitor or competitive products
- ix) Is or might be injurious or prejudicial to the interests of the public, BDF and fellow clubs

## **7) CHARGES**

A full list of charges is listed in the BDF Sponsorship Document.

## POLICY 13 FIELD ADVERTISING

BDF will allow the sale of advertising space on the fencing around the Fences on Fields 1 and 2.

All signs must conform to the following specifications:

- a) Signs shall be 880mm high and 2400mm wide.
- b) Signs shall be double sided with the same content on each side.
- c) Signs will be made of approved materials

Advertisers referred to BDF by a club will be rewarded by 50% of the charge being rebated to the referring club at year end.

Only one ( 1 ) sponsor per sign is permitted.

Signs may only be placed on either end of fields. No signs are permitted on the fence between field 1 and 2.

Artwork for all signs must be appropriate for public display, contain no profanity, or any content not suitable for display in a public environment.

BDF reserves the right to prevent any sign from being erected due to content, and may remove any sign for payment default, or by way of punishment of breach of any BDF Policy.

The costs of production of all signs will be borne by the advertiser.

The cost of repair or replacement of all signs will be borne by the advertiser unless the damage is due to negligence on behalf of BDF.

Sign Location will be allocated on a first in first on basis, with the exception of direct BDF sponsors who may be given priority in location.

All signs must be safe, and must be kept in good condition by the advertiser.

All signs must be secured by appropriate plastic coated fencing wire, and must be located mid panel with the top of the sign flush with the bottom of the Fence Top Rail.

[Fees and Charges may be found in the BDF Sponsorship Document](#)

## **POLICY 14 FEMALE DEVELOPMENT & GENERAL UNDERAGE REQUESTS**

The BDF committee may, when required, make decisions that do not conform with the Playing Regulations – Grading and Age Groups in the best interest of developing female players.

### **1) FULL TEAMS**

*As per Clause 18 3) 11) in the BDF Playing Regulations*, in the circumstance where a club nominates a Girls team and BDF is unable to provide a Competition for that side to play in, BDF will allow that team to play in the *a Junior Competitive Age Group*, one age group lower than the age group of the Girls team. Eg Girls 15s into *Under* 14s. Players within these teams may play up to support other teams within their club only, up to no more than 2 years above their age.

### **2) INDIVIDUAL PLAYERS**

Applications for any player, including females, to play below their age group must now satisfy the Football NSW requirements for approval.

Applications must be completed by the *using the relevant FNSW online* form, and all applications must comply with the appropriate approved medical reasons for Under age requests.

All applications should include a letter of support from the club, request letter from the players parents / guardians, and medical reports from the attending or supervising specialist or doctor.

All applicants will be required to supply information as to the players age, weight and height to enable proper and safe risk assessment.

In some cases, for a limited number per team or club, application to play down based on regionality *may* be considered.

All applications must be sent to the F.C.M. who will remit to the Football NSW Risk Assessment Officer for consideration.

Players approved to play back an age group under this policy ARE NOT eligible to play up into seniors under any circumstances including PAA regulations.

Additionally, given the relative strengths of competitions, and the potential benefits and risks, female players 15 years and over should be encouraged to play up into lower grade senior competitions, rather than down one age group.

## POLICY 15    CANTEEN PROGRAM

Prior to the start of each season BDF will call for nominations from clubs to take part in the Canteen Program.

Clubs may nominate to staff the canteen for a given number of Saturdays, Sunday, or complete weekends each season. BDF will pay participating clubs \$300 per individual day completed. Payment will be made at the conclusion of each season.

The following conditions must be satisfied for clubs to have been deemed to have successfully fulfilled their CP duty:

- 1) Attend the canteen 30 minutes prior to the start of the first game of the day, and until after the completion of the last game of the day.
- 2) Provide adequate numbers for the Canteen (Beginning and end of days this is 1 in the Kitchen and 3 in the Canteen. All other times this is 2 in the Kitchen and 5 in the Canteen)
- 3) Clean both the canteen and kitchen at the end of the day, and have the areas approved by a duty BDF committee member.
- 4) Restock the Canteen

Should any club be considered by the committee NOT to have completed these duties:

- 1) In the first instance a written warning will be issued to the club
- 2) in the case of subsequent failures, have their payment denied.

In the event that a club fail to either attend their duty, or provide inadequate numbers:

- 1) The club will have their payment denied, and will be fined the amount they would have received for adequate completion of the duty.

It is a condition of taking part in the program that each club:

- 1) Attend the pre-season training and instructional meeting conducted by BDF for the Canteen Program.
- 2) Provide at least 1 person, each duty, that has completed the relevant Council training in Food Handling and Safety (BDF requires this to be completed on a biennial basis).

The Program will only proceed should enough nominations be received to cover all weekends.

Should enough nominations not be received to run the program Unpaid Canteen duty will be allocated to all clubs, on a proportional basis based on the size of the club.

## POLICY 16    COMPETITION GRADING

On the first day following the closure of Nominations, the BDF committee will meet to analyze all nominations and make relevant decisions regarding senior grading, and junior competitions.

The main object of the committee will be to create larger competitive grades that fit into the season best, preferably being able to fit into around an 18 week, home and away competition.

Currently it is the opinion that the best number of teams to achieve this goal per competition is 10 teams.

BDF reserves the right to examine all clubs nominations, and adjust the grading of those nominations to achieve the right number of teams in each grade.

BDF will take into the following factors in its considerations:

- 1) Prior year's performance
- 2) Current year's Squad
- 3) Proven loss of players
- 4) Perceived Level of Squad relative to all nominations
- 5) Effect on Squad of any variation eg: putting 2 teams from 1 club in 1 grade.
- 6) Potential harm to playing rosters.

As a general rule of thumb BDF will select what it considers to be the best 10 teams and allocate those to the top grade in each competition. The next best 10 teams will make up the next lower grade, and so on until team nominations are exhausted.

Depending on the number of nominations, the committee has the right to vary the preferred number of teams in each grade to 8 for Men, and 6 for Ladies, but will avoid forming grades with less teams than those specified above.

In order to assist the committee in its deliberations all senior teams must provide a list of the playing roster for all teams nominated. Failure to do so will mean that that clubs nominations will be rejected.

Should any club be found to have withheld players from these listed rosters BDF may:

- 1) deny the registration of that player, or their inclusion / grading into a specific team
- 2) instruct that players be regraded into more appropriate grades
- 3) regrade the team into the grade they would have been allocated to had the rosters been correctly compiled in the first instance.

In the event that a player is added to a borderline team at a late date BDF may:

- 1) deny the registration of that player, or their inclusion / grading into a specific team
- 2) instruct that players be regraded into more appropriate grades.

The same procedure of grading will be applied to every senior player submitted to BDF for registration each year.

The committee will examine each player and assign a grade commensurate with their skill level, ability and past performance.

The ultimate aim is to ensure that all players play in a grade that is correct and fair not only to the player, but to all players. This is also to eliminate players playing below their ability level in order to stack results.

Factors such as injury, age, fitness, work commitments, and other sporting commitments are not considered salient factors in grading.

The committee may consider allowing specific players to play below their assigned grade for player development of youth players in that lower grade.

Additionally the committee may consider allowing a player to play below their allocated grade if the lower team they are wishing to play for will not be materially positively affected by that player being allowed to play in the lower graded team.

## POLICY 17   BDF FACEBOOK PAGE

The purpose of the BDF Facebook page shall be:

- 1) To provide up to date information on Bathurst Football, its competitions and facilities.
- 2) To field and answer questions regarding the Association and it's competitions.
- 3) To promote Football in the area, and it's member clubs
- 4) Recognition of BDF Association sponsors and their promotion
- 5) Recognition of outstanding performances by Clubs, teams and or players within the Association, or past players.

The following activities are not within the scope of purpose of the page:

- 4) Advertising of Clubs and or their sponsors
- 5) Complaints or negative comments of any kind
- 6) Aggressive, insulting or otherwise offensive comment or content.
- 7) Specific Advertising for any club.

Breach of this policy will have the following penalties:

- 1) For Individuals not specifically associated with any club or team : Banned ie Blocked from the page indefinitely.
- 2) For Individuals who are registered Players, Coaches, Managers, Club Committee Members or registered Volunteers - Banned ie Blocked from the page indefinitely, and may be cited to appear before the committee under Clause 11 1).

Clubs wishing to have content put on the page must send it to the Association Secretary who will examine the content for suitability and post if acceptable.

## **POLICY 18   CHAMPION OF CHAMPIONS**

Each BDF may enter teams into the FNSW Champion of Champions (CoC) Competition, traditionally held mid September each year.

### **1) NOMINATION**

- a) BDF will nominate teams, at its discretion, in the following age groups:
  - i) Boys Under 13s , 14s , 15s , 16s .
  - ii) Girls Under 14s , 16s
  - iii) As per rules of the Competition BDF may enter a composite representative team in age groups where it does not run a stand alone competition.
- b) BDF will not nominate teams in senior age groups due to the disruption this causes to Senior Finals held at the same time.

### **2) QUALIFICATION**

- a) The team chosen to represent BDF in each grade will be the team leading each grade at the end of the normal draw (ie: before finals matches commence)
- b) This date may be brought forward 1 week in the event of a late end to BDF competitions, and the early occurrence of Round 1 of the CoC competition.
- c) In the event that teams are tied on Points, Goal Average, and Goals For, a play-off game will occur on the Wednesday prior to the closing date with FNSW of “Team” Nominations
- d) Teams playing above their age group, eg: 14s in 15s, will be eligible to play CoC in their actual age group, provided the team is entirely made up of correctly aged players, and has not had any “Over age” players playing in that team during the year.
- e) Should a team wish to contest CoC, under Clause 18 2) d), they must play the team who would otherwise qualify to represent the age group under 18 2) a) in a play off game that will occur on the Wednesday prior to the closing date with FNSW of “Team” Nominations

## POLICY 19   TRAINING

All Clubs wishing to train at Police Paddock, must prior to commencing any training, submit a written request for their teams, detailing the day and time each team wishes to use the venue for training.

The BDF committee will then allocate portions of the Training area to each club based on teams and player numbers, and order in which the request was made.

Should there be no spots available to use the Club will be advised and asked to select another day or time.

Once all allocations are made BDF will present all Clubs with a Map and Schedule that indicates when and where each club, and their teams may train. This must be strictly adhered to by all clubs.

Teams and or Clubs not adhering to this schedule will be fined, and or have training privileges removed.

Available areas will be based around existing field locations. There are 5 fields and each will be divided into halves giving 10 areas available per day.

Should official matches be scheduled on training days it will be the responsibility of the club normally using that area to move to an unused area (noted as back ups on the map) whilst that official match takes place, including 15 minutes prior to kick off and 15 minutes following game completion.

In the event of wet weather all clubs will be advised as to any modification to training. Should BDF direct that no training is to take place on fields, any club/team allocated to a field will be responsible to moving their training to the back up areas mentioned above, or to another venue.

Clubs may train at other venues, ie not Police Paddock, but in order to be covered by FNSW insurances the venue must be inspected and approved by BDF.

Under no circumstances is any training on Proctor Park permitted.

## POLICY 20   GENDER IDENTITY

BDF is committed to facilitating participation in football on the basis of the gender with which the person identifies. If issues of performance advantage arise, BDF will consider whether the established discrimination exceptions for participation in sport are relevant in the particular circumstances.

It is not necessary for a person to prove they are transgender or non-binary. A transgender or non-binary person can ‘identify’ as a specific gender or non-binary and request to play without any evidence of their gender status or of medical intervention or procedure, although it is common for some transgender or non-binary persons to undergo hormone replacement treatment.

Where a club is advised by a player that they are transgender or non-binary or a club suspects this, **clubs must not discriminate or treat that person any differently** and must not ask anything from that person that is different to what they would ask from any other person registering or registered to play.

A club therefore should never **ask a transgender or non-binary person for proof of their gender status** or whether they are/have had/or intend to undergo hormone treatment or a sex change or any medical procedure in relation to their gender.

All players should be treated fairly at all times. Clubs and other participants should act with sensitivity and respect where a person is identifying as a transgender or non-binary or undergoing gender transition. Exclusion from participating in sporting events and activities, unlawful discrimination or harassment of a transgender or non-binary person should not be tolerated.

The types of behaviour which could be regarded as discrimination or harassment are for example, where a transgender player is harassed when other players refer to player who identifies as a female as ‘he’ or ‘him’, or where a non-binary person is referred to as ‘shim’ (combination of the terms she and him). Again they should be referred to as the gender with which they identify or by the name by which they have been asked to be identified by or by using neutral terms such as ‘they’, ‘the player’ etc.

Where a situation arises that a transgender or non-binary person makes enquiry with a club or association and wishes to register and play, the current guiding principle is Non-binary and transitioning players should be permitted to participate in the gender team and grassroots competition in which they feel most suited and most comfortable, and all clubs should be committed to the inclusiveness of all participants in football.

## **POLICY 21   CONCUSSION**

BDF has adopted the Football Australia Concussion Policy as found at the following link:

[https://www.footballaustralia.com.au/sites/ffa/files/2018-01/18-0102%20FFA%20Concussion%20Guidelines%20\(final\).pdf](https://www.footballaustralia.com.au/sites/ffa/files/2018-01/18-0102%20FFA%20Concussion%20Guidelines%20(final).pdf)

The following are important excerpts from the policy:

### **SIGNS OF CONCUSSION**

Immediate visual indicators of concussion include:

- (a) Loss of consciousness or responsiveness;
- (b) Lying motionless on the ground/slow to get up;
- (c) A dazed, blank or vacant expression;
- (d) Appearing unsteady on feet, balance problems or falling over;
- (e) Grabbing or clutching of the head
- (f) Impact seizure or convulsion

Concussion can include one or more of the following symptoms:

- (a) Symptoms: Headache, dizziness, “feeling in a fog”.
- (b) Behavioural changes: Inappropriate emotions, irritability, feeling nervous or anxious.
- (c) Cognitive impairment: Slowed reaction times, confusion/disorientation- not Aware of location or score, poor attention and concentration, loss of memory for events up to and/or after the concussion.

### **REMOVE FROM PLAY**

Any athlete with a suspected concussion should be immediately removed from play, and should not be returned to activity until they are assessed by a qualified medical practitioner.

Players with a suspected concussion should not be left alone and should not drive a motor vehicle.

Only qualified medical practitioners should diagnose whether a concussion has occurred, or provide advice as to whether the player can return to play.

There should be no return to play on the day of a concussive injury.

## **MEDICAL ASSESSMENT**

A qualified Medical Practitioner should:

- (a) Diagnose whether a concussion has occurred – based on clinical judgement;
- (b) Evaluate the injured player for concussion using SCAT 5 (or Child – SCAT 5) Or similar tool (see ‘Resources’);
- (c) Advise the player as to medical management;
- (d) Advise the player as to when it is appropriate to begin a Graduated Return to Play Program (Annexure 1 to these Guidelines).
- (e) Clear the player to return to play following the graduated RTP program

## **RETURN TO PLAY**

Following clearance from a qualified Medical Practitioner for the player to return to play, the player should progress through a Graduated Return To Play Program (see Annexure 1 to these Guidelines).

In all cases, the Graduated Return To Play Program provides for a minimum of 6 days before the player can play a competitive game

## **HEADCHECK APP**

BDF notes that the “HeadCheck App” is a useful tool in assisting with handling concussion injuries, but that it does not supersede the advices in the adopted national policy.

## **POLICY 22 CHILD SAFEGUARDING**

BDF has adopted the Football Australia Policy as found at the following link:

[https://www.footballaustralia.com.au/sites/ffa/files/2020-12/20-12%20-%20Member%20Protection%20Framework%20-%20Safeguarding%20Policy%20%28Final%29\\_0.pdf](https://www.footballaustralia.com.au/sites/ffa/files/2020-12/20-12%20-%20Member%20Protection%20Framework%20-%20Safeguarding%20Policy%20%28Final%29_0.pdf)

This policy applies to all BDF committee, employee's, coaches and managers. The roles and responsibilities specified within the policy must be initiated and followed by all BDF personnel.

All clubs under BDF jurisdiction are also expected to adopt and apply this policy.

This includes but is not limited to:

- Application and promotion of appropriate standards of behaviour
- Advocation and promotion of the rights of children
- Adoption of required pre screening requirements eg WWCC
- Awareness and enforcement of this Policy and all Codes of Conduct
- Accountability and application of penalties and or restrictions.

BDF applies the following framework for the control and enforcement of this policy

BDF MPIO: Fields all safeguarding enquiries and assists all parties in being able to resolve any issues and or complaints.

BDF COMPLAINT HANDLER : Examines and deals with all complaints and or Child Safeguarding issues. BDF engages experienced people outside the committee to act in these matters to guarantee neutrality , sensitivity and expediency.

## **POLICY 23 WET WEATHER PROCEDURES**

- Field Inspections (FI) are conducted as late as possible to give fields every chance to dry, and for games to be played.
- For Games involving teams visiting from other areas FI are conducted initially at 3pm the day prior to games, and again at first light on the day of the game.
- For BDF games field tests are only done at 3pm the preceding day if there has been hard consistent daily rain for a few days prior.
- Otherwise field tests are done at first light on the day of games eg Saturday or Sunday.
- First light in Bathurst in Winter is between 6.45am and 7am from April to June, usually the latter as with rain comes cloud cover and later light. July to September First Light gets earlier (from 6.30am)
- It takes around 45 – 60 minutes to inspect all fields on Proctor Park and Police Paddock
- Any decision to cancel football will be made on Facebook ASAP.
- If no notification is posted, all games are **ON**.

### **CONSIDERATIONS:**

- 1. Are the fields safe for our players**
- 2. Will playing damage the fields owned by Bathurst Council.**
3. How many games are scheduled on each field, and at what times
4. Can games be moved
5. Have games in a grade already been played
6. What point in the season are we. The longer we have to go the less likely we are to risk damaging the fields.
7. Are games critical to the standings in the competition.
8. How many games are in Bathurst, and how many away.
9. Can games be easily caught up. Are they 2 Bathurst teams in Bathurst or do they involve teams from other locations
10. What are the conditions like in other venues
11. Do we have time to use the Super Sopper
12. How much football has been lost to wet weather already
13. Is it possible to cancel some grades and is it fair to do so.

## POLICY 24 EMAIL, COMMUNICATION, CONFIDENTIALITY & SECURITY

### AIMS :

This policy seeks to ensure that;

- a) BDF committee members have the anonymity of a BDF email address.
- b) Email communications from BDF are always from designated BDF email addresses, not personal, club or business emails.
- c) The Email system cost is kept affordable while providing enough storage space for necessary retention.
- d) Transition of incumbents occurs without risk to BDF business or necessary privacy considerations.
- e) Committee members are made aware of the requirements of confidentiality of BDF committee business.
- f) All communication between BDF Committee members, contractors, suppliers, tenderers, businesses and interested parties is kept strictly confidential to protect all the above-mentioned parties and to ensure the highest levels of trust and integrity.
- g) All details of individuals in Play Football, Dribl or BDF systems remain private and conform to any and all regulatory requirements regarding said information.
- h) BDF committee members personal details are protected insofar as required by the member.
- i) BDF persons and those assisting or contracted to BDF have a safe environment while attending the Proctor Park/Police Paddock complex.

## **SPECIFICS :**

### **Emails**

#### **Communication**

- BDF Committee members shall have access to the BDF Domain Email for the position they hold.
- They shall use this Email for all BDF correspondence.
- The BDF Email address shall not be used for any personal, club or business communications.
- Members are required to manage their mailbox sizes to avoid crashing the Email system or incurring excess charges.

#### **Address Forwarding**

Using address forwarding is confusing and opens BDF conversations, voting and casual discussion, (now legal under the act) to privacy breaches. Also, it makes it difficult for a reply to be sent from the BDF role Email.

Members will need to set up an email client on their personal system. This can be set up in outlook or other such lower cost mail clients.

### **Confidentiality and Information Security**

#### **General**

All information, discussions and decisions from any committee meeting, formal or informal, are confidential and are not to be discussed, revealed or intimated to in any way outside the committee. This includes results of votes and who voted for or against.

It is recognised that members may have interests in matters involving their own personal clubs, teams, or families, and are welcome to contribute to discussions on these matters, but where a conflict exists they are expected to abstain from any vote. Any such interest must be declared and recorded in the register of interests as required by the Act.

Furthermore, members are expected to always put the best interests of the Association and the committee ahead of any personal interest.

## **Confidentiality**

All decisions adopted by the committee are done by democratic majority. It is expected that ALL committee members will publicly support any decision adopted by the committee in this manner regardless of their view, individual position or vote.

BDF committee members have varying levels of access to large numbers of private, personal and financial details. In particular, Play Football and Dribl. Committee members shall never allow non BDF committee members to access these databases.

No requests for personal details will be complied with and any such request shall be reported to the BDF executive. This includes current or past seasons competition information.

Any Dribl reports or exports shall be kept in such a way as to ensure that personal details are removed and that the document is sufficiently protected.

## **Requests for Sensitive Information**

Any request for information must be in writing to the BDF secretary and shall be referred to at least one other executive member for consideration.

The request shall contain, but not be limited to, the following.....

- Full details of the person or organisation making the request.
- Reason for the request.
- Information required.
- Time and date of the request

The request and all information contained in the request shall be notated by the secretary.

## **Personal and Facility Security Considerations**

An increase in incidents has highlighted the unfortunate need to increase our awareness of, and reaction to, situations that increase the risks to personal safety and BDF assets while executing the functions related to the operation of Bathurst Football.

The rear clubhouse door must be kept closed and locked whenever not in immediate use as should the bar door from the stockroom.

When attending the complex on one's own, be mindful of your personal safety and the security of the premises. Be vigilant.

If working around the fields, the clubhouse and shed must be secured when not occupied.

Access to the bar area is prohibited to **all** non-authorized persons in accordance with relevant NSW RSA laws, Child Safety regulations and Football Governing Body policies. Child Safety issues are addressed under the specific BDF policy but are relevant in this policy.

Access to the Office, Canteen, Kitchen, Stock Room, Shed, Utility rooms and any other temporary or permanent space under BDF control is prohibited to unauthorized persons.

While it is reasonable for patrons to utilise and enjoy the facilities of their clubhouse, it is not acceptable for children or those needing care, to be left unsupervised. The clubhouse is not a creche and it is not reasonable to expect BDF committee members to supervise or accept responsibility for the welfare of those left unsupervised nor to be placed in potentially awkward situations.

## **Keys and Passwords**

Keys are not to be lent, or duplicates cut, unless authorised by the committee. Similarly, passwords or access codes shall not be given out.

## **Vandalism, Serious Incidents**

Any damage or vandalism must be photographed and then inspected to ensure there is no hazard or security issue created as a result.

Any serious misconduct or incident should be reported to the Committee immediately and details recorded.

### **Scoreboard Operations**

Scoreboard operators are generally junior players. Scoreboard operators will occasionally make mistakes. Should there be an issue with the displayed score, the operator shall not be approached by the general public. The issue shall be raised with a member of BDF or the coordinator of the current competition.

### **Committee, Coffee, Bar, Kitchen and Cleaning Personnel**

Whether Committee, volunteers or contractors, ALL people operating BDF facilities or events deserve to be treated politely and with respect at all times.

Regardless of the issue, any patron who does not interact in the expected manner will be refused service, and may be requested to leave the complex. **Police will be called if necessary.**

## **RESPONSIBILITIES & SANCTIONS :**

Any BDF Committee member, BDF member, Affiliate Club, Affiliate Club Official or other person acting as an Employee of, Contracting to, or providing a service to BDF may face penalties for breaching this policy.

## **POLICY 25   PLAYING ABOVE AGE CRITERIA** **JUNIORS PLAYING INTO SENIOR GRADES**

BDF has issued the following clarifications on the availability of this criteria to junior players within BDF competitions, which should read in conjunction with Clause 16 5).

### **WOMEN**

#### **AGES AVAILABLE**

14 years & 15 years

#### **REASONS**

Player Development (L3 and Above)  
Engagement in Sport (L4 and Above)

#### **REQUIREMENTS**

Parental Consent Form  
Player Development Plan  
Player Assessment  
Player Grading

### **MEN**

#### **AGES AVAILABLE**

15 years

#### **REASONS**

Player Development (M4 and above – NO M5)

#### **REQUIREMENTS**

Parental Consent Form  
Player Development Plan ( Rep Players Can Not apply under this)  
Player Assessment  
Player Grading

## **POLICY 26   GAME TIME POLICY**

*BDF adopts and supports the Game Time Policy as advocated by Football Australia through its Club Changer Program, as noted below:*

### **MiniRoos U6-U11 Age Groups**

*All players in these age groups will receive EQUAL GAME TIME in each game.*

*Fair rotation of players to receive game time in each half, as opposed to only playing in one half of a game.*

*To fairly distribute game time in these age groups, coaches must rotate players in each position, including goalkeeper (a coach may rotate a player into the goalkeeper position for one half then have time on the field in the other half).*

*Players who have chosen to play primarily as a goalkeeper may still be given time as an outfield player every few games.*

*It is vital that players are exposed to playing in multiple positions, so they can practice different skills in different scenarios, learning more to develop their game.*

### **Competitive Juniors U12-U18 Age Groups**

*All players in these age groups will receive a MINIMUM HALF GAME TIME in each game.*

*Fair rotation of players to receive game time in each half, as opposed to only playing in one half of a game.*

*In these age groups, players will naturally move into positions they are able to play in more than others. As players get older and develop, they will play in less positions. This will mean that some players will receive more game time than others due to ability to play in certain positions as well as their performance.*

*Players in these age groups can begin to “earn” more game time than the minimum with improving performances and demonstrating the right attitude to learn and develop. Goalkeepers in these age groups are more likely to remain in the position rather than rotating with outfield players.*

### **Exceptions**

*Whether the policy is EQUAL GAME TIME or MINIMUM HALF GAME TIME, there are exceptions to be considered. These exceptions include injuries, poor attitude, and breaking code of conduct etc. Where a player loses out on game time due to any of the above exceptions, extra game time is not afforded/equalised for future matches.*