



ESSENDON DISTRICT FOOTBALL LEAGUE

JUNIOR FIELD UMPIRE

INFORMATION MANUAL



2017

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Introduction

Welcome to Season 2017 as an EDFL Junior umpire. To those who are returning for another season, thanks and welcome back. To those that are new umpires, congratulations on taking up a new challenge.

This manual has been designed as a resource for you, to assist you in your role as an EDFL Junior umpire. As a Junior umpire you should read this manual and become familiar with its contents, and at the same time you should also have it with you on match day as a quick reference guide.

An umpire **must** always act in a manner, which places the umpire above reproach with honesty, integrity, trust and respect, as you are representing the EDFL and the umpiring group.

Umpiring can build your confidence, teach you to make important decisions under pressure, and improve your interpersonal and communication skills.

It's important to enjoy your involvement in the game.

Our coaching panel is there to assist and develop each umpire to make their experience as enjoyable as possible.

Good luck with your umpiring in the 2017 season.

Role of the Umpire

The role of the umpire is to apply the Laws of the Game consistently and ensure the game is played in a safe and fair manner. The Laws of the Game give the umpire the responsibility to manage the game on and off the ground. You need to appreciate the importance of the role you have taken on.

Expectations of the Umpire

Honest and Impartial – In all duties performed on and off the field

Responsible – Punctual and dependable game day and in relation to paperwork and Schedules.

Knowledgeable – Laws of the Game and EDFL By-Laws.

Umpire's Code of Conduct

All umpires agree to abide by the Essendon District Football League (EDFL) and the Essendon District Football League Umpires Association (EDFLUA) governing rules and any existing agreements.

All umpires are expected to wear their EDFL uniform in all matches they are appointed to and act with integrity and fairness in applying the Laws of the Game and the EDFL Rules and Regulations.

At all times we need to be positive in supporting and assisting all our team mates in the performance of their umpiring duties.

Contact Details

Junior Coaching Panel

Head Junior Coach: **Brett Pallini** 0419 312 753

Email: brettpallini@bigpond.com

Assistant Junior Coach: **Kelvin French**

Assistant Junior Coach: **Keith Ogston**

Assistant Junior Coach: **Don Cooke**

Assistant Junior Coach: **James Downing**

Assistant Junior Coach: **Aden Kittel**

Youth Training Centres

Broadmeadows Training Centre: **Troy McCarthy**

Delahey Training Centre: **Robert Sebbens**

Moreland Training Centre: **Mark Volich**

Craigieburn Training Centre: **Steve Marrari**

Sunbury Training Centre: **Daniel Wardley**

School Academies

AIA College Coburg: **Mark Volich**

St Bernard's College Niddrie: **Bridget Howard**

EDFL Contacts

Umpiring Administration: **Ken Waters** 0418 146 953

Email: ken.waters@essendondfl.com.au

Director of Umpiring: **Rowan Sawers** 0434 689 690

Email: rowan.sawers@essendondfl.com.au

EDFL Office: **EDFL Headquarters (Windy Hill)**
78 Napier Street

Office Phone: **Essendon**
9372 7785

Education of an Umpire

The AFL has a National Umpiring Accreditation Scheme that has three levels of competency for Field Umpires and two levels for Boundary and Goal umpires.

As a junior umpire, you can undertake Level 1 Accreditation. All Junior Umpires are expected to undertake Level 1 Umpire Accreditation course after completion of their first season with the EDFL. When you have completed the program successfully you will receive a nationally recognised certificate as a Level 1 umpire.

Please forward a copy of your Accreditation to Ken for registration on Sporting Pulse. This assists in reaccreditation in the future.

Accreditation involves theory components and observation of your performance in a match.

Ask your coach to learn how you can become accredited.

Preparation

Training/Coaching session details

Just like a player, training is important for umpires to develop their fitness, umpiring skills and knowledge of the laws and their interpretations. It also provides the opportunity to get to know your fellow umpires and make new friends.

Training/Coaching also forms part of your Level 1 Umpire Accreditation and therefore, it is important that you make the effort to attend.

First year umpires are encouraged to complete the online AFL Club Umpire program. This can be found on the AFL Community Club website (Click the link below):

<http://www.afl.com.au/umpires/courses>

This will give you some basic understanding of the role of a field umpire.

Training details for Junior Umpires are below:

Field Umpiring U/11 to U/17

The EDFL Junior field umpires will commence training at Windy Hill from Tuesday 21st March commencing at 5pm. Training will then be every Tuesday evening.

YOUTH UMPIRING TRAINING CENTRES

Registered Junior Field Umpires and for Boundary and Goal Umpires

Delahey Umpiring Centre – Commences Monday 20th February 2017 Time: 5.00pm
Every Monday night at 5pm except Public Holidays. **Coach Robert Sebbens**
Delahey Reserve (Copperfield Drive, Delahey)

Jacana Umpiring Centre – Commences Monday 20th February 2017 Time: 5.00pm
Every Monday night at 5pm except Public Holidays. **Coach Troy McCarthy**
Jacana Reserve (corner of Lorraine Crescent & Johnstone Street, Broadmeadows)

Moreland Umpiring Centre – Commences Monday 20th February 2017 Time: 5.00pm
Every Monday night at 5pm except Public Holidays. **Coach Mark Volich**
Cole Reserve (Cumberland Road, Pascoe Vale)

Sunbury Umpiring Centre – Commences Monday 20th February 2017 Time: 5.15pm
Every Monday night at 5pm except Public Holidays. **Coach Daniel Wardley**
John McMahon Reserve (155 Lancefield Rd., Sunbury)

Craigieburn Umpiring Centre – Commences Monday 20th February 2017 Time: 5.00pm
Every Monday night at 5pm except Public Holidays. **Coach Steve Marrari**
Highgate No 2 Oval (Grand Blvd, Craigieburn)

School Academies for Students at that College

AIA College Coburg: Monday afternoon at the conclusion of the school day.

St Bernard's College Niddrie: Wednesday afternoon at the conclusion of the school day.

Please bring along your water bottle.

You must bring your whistle and be appropriately attired at every training/coaching session.

Appointments Process

Appointments are managed by the Schedula online appointments system. All umpires are required to register via Sporting Pulse as an umpire before being provided with access to Schedula.

Appointments will be released each Monday evening. If you have been appointed to a match then you will receive an email notifying you of an appointment. You are then required to login to Schedula (www.schedula.com.au) to confirm your appointment. Appointments **must** be confirmed by as soon as possible, preferably before training Tuesday. **If you do not confirm by Wednesday evening your match could be allocated to another umpire.**

When you do confirm your appointment print it off and put it in your folder for reference when doing the Electronic Paperwork on the clubs Tablet.

Appointments take a lot of time to organise so please be respectful to your Coach and our Umpire Administrator by following this process.

If your email / contact details change at any time please inform our Umpire Administrator Ken Waters (ken.waters@essendondfl.com.au) immediately.

Unavailability

It is your responsibility to inform Brett Pallini if you are unavailable to umpire on a particular day by recording it in Schedula, email or phone. If you know well in advance your unavailability especially during school holidays please advise Brett as early as possible.

Please inform Brett with at least **two** weeks' notice!

Match Preparation

It is important that you arrive **45 minutes** before the match to ensure you are ready to start on time. This means that if you don't drive, then you need to organise transport to the ground with a parent or a friend. Arriving late can cause delay and inconvenience for your fellow umpire and the teams involved. Always check your appointment the night before to ensure you have the correct starting time, game and ground.

Uniform

The appearance of the umpire communicates a great deal, even before the game has commenced and the first blow of the whistle. It is essential all umpires take pride in your official EDFLUA uniform. Uniform purchase form is on the EDFL website Umpiring>Umpire Information

Footwear

Runners and boots are to be predominately white, with totally fluro runners **not permitted**.

Undergarments

Undergarments (lycra shorts/Skins) must be black in colour to match our shorts. Full length undergarments are not permitted.

Jewellery

An umpire must not wear any form of jewellery while umpiring in a match.

Things to do before you Umpire

It's advisable to have your umpiring bag packed the night before to ensure you have a relaxed start to game day and don't have last minute stress looking for your equipment. You may wear your uniform to the ground if more convenient.

As a number of you also play football on the same day it is a good idea to pack something to eat. Also bring some water with you to ensure you have something to drink and remain well hydrated.

Below is a list of recommended items to pack in your umpiring bag:

Appointment Details	Blue/Yellow/Red Cards
Laws Book	Pen/Pencil/pocket note pad
Umpires Handbook (this book)	Something to eat after the game.
Uniform (Shirt, Shorts, Socks, Wristbands)	Water to drink before and after the game.
Runners and/or boots	Back Up Electronic Lodgement Form
2 Whistles (one on the fingers, one in your shorts whistle pocket)	Tracksuit/towel/Drink bottle/sunscreen

Nutrition for Umpiring Performance & your health

Nutrition and Performance

Poor nutrition and hydration has a clear and direct impact on umpiring performance:

- Decreased coordination
- Decreased speed and endurance
- Poor decision making
- Delayed reaction time

It also has an impact on your health...poor dental health, obesity, diabetes, heart disease – the list goes on.

For lifelong good health, focus on 2 fruit and 5 vegetables, 3 serves low fat dairy, wholegrain cereals, and limit your intake of those high fat & sugar treats.

The following will ensure good energy level and umpiring success!

1. Pre game

Breakfast is a must before a game i.e. cereal with milk & fruit OR toast with a yoghurt & fruit.

Also drink 1L of fluid to hydrate your body – can be a combination of water, sports drink, milk, fruit juice.

2. During the game

At half time, consume one of the following: Banana OR jam / honey sandwich.

Also drink 600ml of fluid – water or Sports Drink.

3. After the game

It is important to eat quality food after the game for optimal recovery. Take with you from home – be prepared!

Recommended post game kit:

- Piece of fruit
- 600ml Sports drink or water
- 300-600ml Flavoured milk OR Chobani 140g yoghurt pouch
- Roll with protein (cheese / ham / tuna / egg etc) and salad
- Carmens Muesli Bar / Handful of nuts / handful of dried fruit

Match Day Check list

Before the game

- Arrive **45 minutes** prior to the game.
- **Back Up Electronic Lodgement Form**
- Go directly to the umpire's room and introduce yourself to your fellow umpire.
- Change into uniform and then visit the home team room first and then visiting team 15 to 20 minutes before the start of the match.
- Introduce yourself to the coaches, captains and team officials.
- Ensure no jewellery etc. is being worn by any player (request it to be removed).
- Check that a boundary and goal umpire has been supplied by each team.
If you are officiating in the first match at that ground you must receive a completed "Match Day Checklist" (Ground Inspection Form) signed by an Official from **both** competing clubs 15 Minutes prior to the match commencing. **Clubs have been notified that Match Day Checklists must be completed prior to commencement of first match of the day.** This may also be completed electronically and shown to the umpire.
- From the Home Club Team Manager obtain two match balls and ensure they are inflated correctly and are in reasonable condition (Must be the official 'Sherrin' EDFL football with EDFL Logo).
- Team sheets to be submitted 15 minutes prior to the start of the game.
- Enter the field of play at least 5 minutes prior to the start of the scheduled start of game or once the previous game has concluded.
- Call captains to toss in the centre of the ground.
- Away team call the toss.
- Players move into position to commence the game.

NEVER LEAVE VALUABLES IN UMPIRING CHANGEROOMS ON MATCH DAYS.

At the End of Quarters

- Go to centre or a dry spot near the centre and discuss the game with your fellow umpire, mentor or coach.
- Only the umpire escorts should be in the vicinity.
- Only your mentor, coach, or an EDFL official can approach umpires during the breaks.
- Ensure you have a drink at every break to stay hydrated.
- Take a note best players at the end of the quarter.

After the Game

- When the final siren sounds and you have indicated the end of play:
 - Collect the ball, if it is nearby; otherwise leave it to be collected by the clubs.
 - Walk directly from the ground towards your change rooms, meeting both Umpires' Escorts.
 - Go directly into your change rooms and close the door. The only people who are allowed in your area will be:
 - Other Officiating EDFL Umpires
 - EDFL Coaches, Mentors and Board Members/Officials
 - Club Team Managers

Electronic Match Day Paperwork

The EDFL uses of an electronic system to capture the majority of game day information.

Paperwork such as signed ground inspection form, team sheets, time keeper cards, time keeper score cards and the order off cards will still need to be handed into the umpires and put into one envelope for that ground, the last game umpires (one) takes the envelope to the EDFL offices at Windy Hill and puts it in the big white letterbox.

All other match day information will be recorded electronically including reports.

How will it Work in Summary:

- EDFL has provided each club an Electronic Tablet. The tablet will be used for the Umpires Electronic Paperwork.
- Clubs who use more than one home ground of a Sunday will be required to supply a second Electronic Tablet for that second ground.
- Clubs would need to ensure that there is Wi-Fi access to the umpire's room.
- After each game the Team Manager would take the tablet to the umpires change room so the umpire can put in the match report and any player/official report/s.
- Once the umpire submits the reports, each club will receive an email with information of fines if any, exactly the same as previous paperwork.
- If a player or official is reported the nominated emails will receive the report, the Secretary will forward on the report to the player/official.
- An email of any report will go to Brett Pallini and on will be forward to the reporting umpire the next working day.

ANY DOUBT ON COMPLETING THE ELECTRONIC UMPIRE MATCH REPORT PLEASE CONTACT KEN WATERS FOR HIS ASSISTANCE ON 0418 146 953.

Electronic Match Report

- Fill out the Match Report and the "Best Players" as required.
- Team managers will give you timekeepers cards and score cards – Check them to ensure the scores match. If there is a discrepancy, the official score will be that of the Official Timekeepers.
- The Timekeepers cards, Goal umpire's scorecards, Order Off Card, the two team sheets, the pink Umpires Match Report, the votes and any reports should be placed in the envelope provided.

If you are the Umpires in the last match you have the responsibly for the delivery the match envelope containing all information from the games played at that venue, to EDFL Headquarters,78 Napier Street, Essendon.

- If you have cause to report a player or official during the match, fill out your Electronic Report Form. Make sure all the information is supplied and is correct. If unsure how to complete the form, ask your fellow umpires or if a coach or mentor is present, ask them for assistance. Get your fellow umpire to check all details are accurate on the report form.
- Especially make sure that the player/official names are on the Report Form are the same as appear on the Team Sheets and that **YOU SIGN** the report and **PRINT YOUR NAME**.

DO NOT GET INVOLVED IN DISCUSSION ABOUT ANY REPORT, THE WAY YOU UMPIRED OR FINES IMPOSED ON MATCH REPORT.

If you have any trouble with club officials, spectators or unofficial umpires before, during or after a match, you must call and inform your Coach personally or the Director of Umpiring.

Electronic Report Form

Please find **below** the correct procedure in filling out the electronic report forms:

- Make sure correct player(s) name(s) and number(s) are listed on forms.
- Make sure correct reportable offence ticked and stated on the electronic report form.
- Make sure **both** team managers sign the report forms.
- Offender's Team Manager
- Witness' Team Manager

An email with all the details of the report will be sent to both clubs when submitted.

NOTE

Report when issued a Yellow Card

When an umpire has issued a **Yellow Card** the reported player will be offered a set penalty.

Report when issued a Red Card

A player who is reported and shown a **Red Card** will not be offered a set penalty. The player will be required to attend the tribunal. Refer Umpire Report Sheet.

Electronic Match Day Paperwork

There will be one envelop per ground/venue in which the paperwork listed below will be placed in. The ground/venue name and date should be written on the front of the envelope.

IT IS THE RESPONSIBILITY OF ONE OF THE FIELD UMPIRES IN THE LAST MATCH PLAYED AT THE VENUE TO ENSURE THE ENVELOP CONTAINING THE PAPERWORK IS DELIVERED BY SUNDAY 6.00 P.M.

All envelopes are to be delivered to:

EDFL Headquarters:
78 Napier Street
Essendon

The Match envelope shall contain from each match played:

- "Match Day Checklist" (If your match is the first match of the day at venue).
- Time Keepers cards
- Goal Umpires cards
- Order Off card
- Team Sheets (all clubs have been instructed to hand completed team sheets to the umpires rooms 15 minutes prior to the match starting).

Back up to Electronic Lodgment

There is an emergency form which can be used if there is a failure to connect to the WiFi. This is only to be used in this instance. If the form is used it must be placed in the envelope with the rest of the paper work. Sample at the rear of this manual.

One **Back Up Electronic Lodgment Form** will be used for each report.

If you use this form you **MUST contact Ken Waters 0418 146 953.**

Reporting Of Club Officials

Any club official who is named on the team sheet, e.g. coach, team manager, runner, umpires escort, time keeper, trainer, boundary umpire, goal umpire or water person who commits a reportable offence either before, during or after the match must be reported on the electronic report sheet. (The charge is then referred to the EDFL tribunal)

If the offence takes place after all the paperwork has been finalized and signed off by the team managers, the umpire will still fill out the incident on the electronic report sheet. (The charge is then referred to the EDFL tribunal). If unable to advise the report to the team managers, the umpire/s are to report the incident to the EDFL Football Operations Manager Stuart Balloch on 0410 551 132 on the same night the incident occurred, so that the Football Operations Manager can contact the club and inform them of the report.

There are to be no letters of complaint for reporting of any of the above club officials.

Forfeit and Non-Completion of Matches

- An Affiliated Club not fielding at least 14 players 20 minutes after the Scheduled starting time of the match shall forfeit the match. If, during the Course of a match a team is reduced to less than 14 players the match shall be forfeited and the Team Sheets shall immediately be signed on the ground in the presence of the field umpire and forwarded in the usual manner to the General Manager. (Youth Girls must have at least 12 Players)
- In the event of an Affiliated Club commencing a game without eighteen Players, any additional players entitled to play may take the field, after the captain of the relevant Affiliated Club has notified the field umpire of such intention. A player who has not signed the Team Sheet shall not be permitted to participate in a match after the Team Sheet has been lodged with the field umpire.

Club Officials and Responsibilities

Junior Coach Red Bib

They must conduct themselves at all times in the best interest of Junior Football. To adhere to the EDFL Code of Conduct and focus on developing sportsmanship and the skills of Australian Rules Football. They must lead by example and are not to get involved in any altercation with opposition Officials or Players, Umpires, Spectators or Board Members.

Match Day Official Yellow Bib

Each junior team should nominate a Match Day Official who will wear a yellow bib (EDFL issue). During the course of the match, in conjunction with their opponents Match Day Official, both shall deal with any "unsavoury behaviour".

Runner Fluro Yellow Bib

The Runner's sole duty is to deliver the coaches message and then take the most direct route back to the coach immediately after delivering the message. The runner must not speak to or abuse an umpire, opposition player or official.

Trainers Black Bib

The Trainer's sole duty is to attend to injured players and immediately leave the ground. They are not to carry coach's messages and are not to speak to the field umpire/s or opposition players. They must be dressed in white pants and a black bib, with their club name clearly identifiable.

Water Persons Green Bib

Water persons are to conduct themselves the same way as Trainers. They must also not to act as a second runner. Water Persons when not out on the ground must position themselves outside the boundary line and adjacent to the 50 metre arc line.

Umpires Escort Blue Bib

The Umpires Escort will escort the umpires to and from the field and will stand with them at quarter and three quarter time. When escorting the umpires from the ground they are to take the umpires to the door of the umpire's rooms. The escorts are not to abuse the umpires or question their decisions.

Goal and Boundary Umpires White Bib

The Goal Umpire can wear white coat or the white bib with Goal Umpire on it and the Boundary Umpire must wear the white bite with Boundary Umpire on it.

Coaches Boxes

If the teams coach's boxes are within 30 metres of one of the 50 metre arc lines then they must position themselves either at the other end or opposite side of the ground to their teams' coach's box.

	YOUTH				YOUTH GIRLS		
	Under	Under	Under	Under	Under	Under	Under
	11 (mixed)	13 (Mixed)	15	17	12 Girls	15 Girls	18 Girls
ADMINISTRATION							
Ground size	Standard	Standard	Standard	Standard	Recommend reduced ground size when <14 players 100m x 80m (recommended max.)	Standard	Standard
Zones	*	*	*	*	*	*	*
# players on ground	18	18	18	18	16	16*	16*
Interchange	6 bench	6 bench	6 bench	6 bench	6 bench*	6 bench	6 bench
Ball type	Syn	Leather	Leather	Leather	Syn only	Leather	Leather
Ball size	3	4	5	5	3	4	4
Quarter duration (mins)	12	15	20	20	12	15	17
Break length 1/4 - 1/2 - 3/4 time	3-10-5	3-10-5	3-10-5	3-10-5	3-10-5	3-10-5	3-10-5
UMPIRES							
# field umpires	EDFL - 1 or 2	2	2	2	1	1	2
Boundary umpires	✓	✓	✓	✓	✓	✓	✓
LAWS							
Tackling	✓	✓	✓	✓	Modified	✓	✓
Bumping	✓	✓	✓	✓	*	✓	✓
Stealing the ball	✓	✓	✓	✓	*	✓	✓
Barging	✓	✓	✓	✓	*	✓	✓
Smothering	✓	✓	✓	✓	*	✓	✓
Fending off	✓	✓	✓	✓	*	✓	✓
Shepherding	✓	✓	✓	✓	*	✓	✓
Bouncing the ball	1 max	n/a			1 max	n/a	
Kicking off the ground	*	*	✓	✓	*	*	✓
Ball ups	✓	✓	✓	✓	✓	✓	✓
Throw-ins	✓	✓	✓	✓	✓	✓	✓
Distance over which marks are paid	10m	15m	15m	15m	0m	10m	15m
Distance penalty	25m	25m	50m	50m	10m	25m	25m
Zones	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Deliberate out of bounds	*	*	✓	✓	*	*	*
Deliberately rushed behind	*	*	✓	✓	*	*	*
COMPETITION DETAILS							
Premierships ladders/Finals	✓	✓	✓	✓	✓	✓	✓
Scores kept	✓	✓	✓	✓	✓	✓	✓
Record best players/goal kickers	✓	✓	✓	✓	✓	✓	✓
League representative team selected	*	✓	✓	✓	*	✓	*
Coach allowed on-field	*	*	*	*	*	*	*
Runner	✓	✓	✓	✓	✓	✓	✓
Water Person	*	*	2 max	2 max	*	2 max	2 max

Summary of Modified Rules Mixed, Girls and Boys

Youth Girls – minimum number of 12 players*

*In line with AFLW and VWFL rules 16 players are to take the field, with the exception of when both teams agree to increasing the numbers to 18. This will need to be expressed via the team managers from both teams when submitting the teams sheets to the umpires at the start of the match.

Mixed Juniors and Youth Boys – minimum number of 14 players

Spirit of fair play applies to all matches (see description).

Mixed Juniors

Under 11's:

- Kick off ground not permitted – free kick to apply (unless accidental).
- Only **one** (1) bounce allowed.
- 25 metre penalty applies (Instead of 50m)
- No Deliberate Out of Bounds or Rushed Behind.

Under 13's:

- Kick off ground not permitted, free kick to apply (unless accidental).
- No Deliberate Out of Bounds or Rushed Behind.
- 25 metre penalty (Instead of 50m)

Youth Girls

Under 12's YG

- Modified tackle – hold and release
- No Bumping
- No Stealing the Ball
- No Barging
- No Smothering
- No Fending Off
- No Shepherding
- Only **one** (1) bounce allowed.
- Kick off ground not permitted, free kick to apply (unless accidental).
- in the case of minimum numbers a modified field of 100 x 80m is recommended.
- Mark is awarded irrespective of the distance the ball has travelled to any player who catches it or shows control. (Touched Mark)
- 10m penalty (instead of 50m)
- No Deliberate Out of Bounds or Rushed Behind.

Under 15's YG

- Kick off ground not permitted, free kick to apply (unless accidental).
- Mark is awarded once the ball has travelled 10 metres to any player who catches it or shows control. (Touched Mark)
- 25m penalty (Instead of 50m)
- No Deliberate Out of Bounds or Rushed Behind.

Under 18's YG

- 25m penalty (Instead of 50m)
- No Deliberate Out of Bounds or Rushed Behind.

Youth Boys

Under 15 and U17's:

- There are no modifications to the Laws of the Game.

Applicable to all Under Age Matches

- Exclusion Zones of 30 metres around Coaches Bench will apply.
- "TIME ON" **SHALL** only be applied when:
 - a stretcher has entered the playing field
 - or a player count has been called.

Equipment

Gloves

Use of gloves by players in all Junior competitions is **not allowed**. However, should the player obtain written approval from the EDFL, then the player may play with the glove. This approval must be available if requested to be viewed by the umpire to allow the player to participate in the match.

Undergarments (such as Skins)

Player's undergarments (lycra shorts) must be skin coloured (neutral or black) or the same colour as their team's shorts. Full length undergarments are not permitted.

Mouth Guards

Mouth Guards for are **COMPULSORY** for Youth Girls matches and recommended to be worn for all other games.

Process for non-compliance in Youth Girls ONLY

- Umpire stops play; issues Yellow Card to player
- Play recommences when a replacement player takes the field
- Free kick to opposition team

Protective Equipment

A player must have written approval from the EDFL to wear any protective equipment in a match. The letter of approval must be available if requested to be viewed by the umpire to allow the player to participate in the match. The exception is player's helmets which can be worn in all grades.

Hair

If a player (male or female) has their hair braided, and it swings free from their head when the head is moved, it may cause harm to another player if struck by the braid. Due to injury that may be caused, players are not permitted on the field with free braids in their hair. This includes plaited ponytails.

Players with plaited ponytails will be instructed by the Umpire to either roll the plait into a bun, or remove the plait and play with a loose ponytail (as long as the pony tail does not hide the player's number).

Nails

Players' nails must be short and smooth.

Spirit of Fair Play Policy

Spirit of Fair Play Policy is applicable to all divisions of U11s, U12YGs U13s, U15s, U15YGs U17s and U18YGs only.

Where one team cannot list 18 players on the team sheet, a policy to equalise the numbers competing for each team applies.

- Firstly, clubs are encouraged to take advantage of the Special Permit system, refer below, which allows teams with lesser numbers to borrow players from an opposition team who have greater numbers to allow both teams to take the field with an even number of players.
- If for any reason it is not possible to borrow players from another team, then the team with the greater numbers shall field no more than one (1) additional player on the field, to that of the team with the lesser numbers. (i.e. if team X only has 15 players, then team Y is restricted to 16 players on the field)
- Where there is a reduction in players on the field, the bench can be extended to allow 24 players to compete in the game. (i.e. where 16 players are on the ground, the team with the greater number of players may have up to 8 on the bench (allowing 24 players to be named on the team sheet).
- Where a player is sent from the ground under the send-off rule, the opposition team is not required to reduce their numbers on the field to accommodate the reduction in player numbers.
- Where a player is sent from the ground under the send-off rule and that team falls **below 14** or 12 participants for Youth Girls matches, rule 6.1 of the EDFL By-Laws shall apply. The game is forfeited.
- Where an injury has occurred that has reduced the number of players on the field, the opposition team with the greater numbers shall, upon polite request from the opposing Team Manager, reduce the number of players on the field by one.
- Where a player is injured and cannot return to the field and that team falls **below 14 players**, rule 6.1 of the EDFL By-Laws shall apply. The game is forfeited.
- Where a team has more players on the field than this policy allows, the team shall be considered to have too many players on the playing field. In such situations the Board of Management will deal with this indiscretion as it sees fit.

Umpires need to be familiar with this policy.

Special Permits

If a team is unable to field 14 players they may borrow players from the opposition, provided they fill in the Special Permit Form which allows a player to play with the opposition for that game only. This applies to the U11, U13, U15 and U17 age groups only. (A Special Match Transfer Form) allows a player to play up to four (4) games from the date of issue.

Youth Girls Altered Rules – See Amendments at the back of Manual

Purpose:

To provide girls with a fun, safe and positive experience through a well-structured match program that considers the level of maturation in motor, cognitive, psychosocial and emotional skill of adolescents in this age group.

Please refer to the back of the manual for the main rule alterations used in Youth Girls Football.

Order Off Rule

Red, Yellow and Blue Card

Red Card

Where a Field Umpire has reported a player for a breach of the laws of Australian Football that player shall, where the reporting umpire considers the player's conduct is of such a serious nature that the player should not participate any further in the game :

- (i) be shown a Red Card;
- (ii) leave the playing surface immediately; and
- (iii) not be eligible to participate in the match for the remainder of that match.

- **The player can be replaced immediately.**

Red Card is used for a reportable incident that would go directly to the tribunal and the reported player would not be offered a set penalty. Refer Umpire Report Sheet.

Yellow Card

Where a Field Umpire has reported a player for a breach of the laws of Australian Football that would entitle the player to take a set penalty, that player shall/may:

- (i) be shown a Yellow Card;
- (ii) leave the playing surface immediately; and
- (iii) not be eligible to return to the playing surface until 15 minutes playing time (not including any breaks that might occur) has elapsed from the time the player left the playing surface following the report/Yellow Card.

- **The player can be replaced immediately.**

Yellow Card is for reports which the player would be offered a set penalty.

Blue Card (Cooling Off No Report)

Where a Field Umpire considers that a player is behaving in an unduly aggressive and unruly manner or in any manner that would bring the game into disrepute, that player may:

- (i) be shown a Blue Card;
- (ii) leave the playing surface immediately; and

(iii) not be eligible to return to the playing surface until 15 minutes playing time (not including any breaks that might occur) has elapsed from the time the player left the playing surface following the Blue Card.

- **The player can be replaced immediately.**

In each of the above circumstances, the player shown the Red, Yellow or Blue Card, as the case maybe, may be replaced immediately.

Issuing a Send Off Card

Where a Field Umpire proposes to issue a Red, Yellow or Blue Card to a player the Umpire shall:

- A. Show the player Red, Yellow or Blue Card as applicable by holding the Card above the umpire's head for a period of five (5) seconds;
- B. Inform the player that the player is to leave the field immediately;
- C. Hold the applicable Card aloft above the umpire's head for a further period of five (5) seconds in the direction/s of both the interchange bench of the team of the player who has been shown the card and in the direction of the timekeepers.

Ensure the player(s) that have been shown a Blue, Yellow or Red card have left the playing surface before recommencing play.

The timekeepers of the match shall determine when the 15 minute time period has elapsed.

Two Yellow Cards in a Game

A player who has been shown a Yellow Card on two separate occasions in the same match by the Field Umpire/Umpires must be ordered to leave the playing surface and shall remain off for the remainder of the game but such player can be replaced by the player's Club with another player immediately.

Tribunal Hearings

Are held at **EDFL Headquarters**

78 Napier Street, Essendon.

On Tuesday night at 7:00 p.m. SHARP.

The Umpires is required to attend the tribunal if they have player reports as part of their normal responsibilities/duties as an Umpire. If any umpire is unable to attend the tribunal, please notify your umpiring coach so that alternative arrangements can be made.

It would only be in very extreme circumstances that an umpire would be excused from attending the tribunal. An umpire advocate will attend the tribunal with all junior umpires.

It is requested that all umpires attending the EDFL tribunal be dressed in an appropriate manner. All umpires should wear a shirt, polo shirt, jumper or jacket that reflects some form of EDFLUA apparel. All clothing to be clean and respectable.

Remember that you are representing all umpires when you attend a tribunal hearing.

Investigations

Umpires who have cause to report team officials (who are not listed on Team Sheet) must lodge a letter or email of complaint to **The General Manager, Mr Marc Turri EDFL Head Office, 78 Napier Street, Essendon, 3040, by 6:00 p.m. Monday**. Umpires must also advise their coach of this action by phone or email.

Executive League members will then investigate the complaint/charges on a date to be advised. The umpire/s will be required to attend this meeting.

Finals Selection

Prime consideration for finals selection is:

- regular attendance and attitude at training, which can include school academies,
- game day umpiring performance,
- a positive attitude to umpiring,
- reliability and availability to umpire.

Umpires Match Payments

As your employer, the EDFL pays you a fee for your work as an umpire. Match fees are calculated on a scale according to the age group you umpire each week.

Payment to each umpire will be made by the EDFL at weekly intervals and at the end of the Final Series into your nominated back account.

The EDFLUA has an arrangement with the EDFL for the automatic deduction of membership fees and uniform costs from Match fees.

How do I get involved in Senior Football?

As a junior umpire there are opportunities available to get involved in senior EDFL football as a Field, Boundary or Goal umpire.

Boundary or Goal Umpires

Junior Umpires may immediately train as a Boundary or Goal Umpire for senior football. If you're interested please contact the appropriate coach below about available opportunities. It may include attending senior training occasionally.

Contact Details

Boundary Umpire Coach: Stacey Cartwright-Smith 0488 103 442

Goal Umpire Coach: Tom Ennis 0406 754 897

Field Umpires

The EDFL welcomes the opportunity to promote Junior umpires and this should be discussed with the Director of Umpiring and your Junior coach.

The EDFL wants to assist and develop any umpire who aspires to further their umpiring by providing a pathway to help you get to higher grades. By being an EDFL umpire who shows promise in juniors and then senior football, you may then be then selected to join the AFLVIC Development Squad. The EDFL can be the launching pad for an exciting career as an elite umpire.

Contact Details

Umpire Manager: Rowan Sawers 0434 689 690

Social Media Policy

The EDFL and EDFLUA acknowledge that Social Media has increasing prevalence in both the professional and private lives of its members. These may include social networking sites such as Facebook, Twitter, YouTube, forums/discussion boards etc. All umpires and coaches should recognise the risk and damage that may be caused, either directly or indirectly, by being part of Social Media.

Using discriminatory, defamatory, abusive or otherwise objectionable language on any form of social media will not be tolerated.

Please ensure any comments are respectful and don't show signs of discrimination, harassment or bullying. Any inappropriate comments will not be tolerated and both the EDFL and EDFLUA are able to take action against anyone found to be not adhering to the Social Media Policy.

Working With Children Check (WWCC)

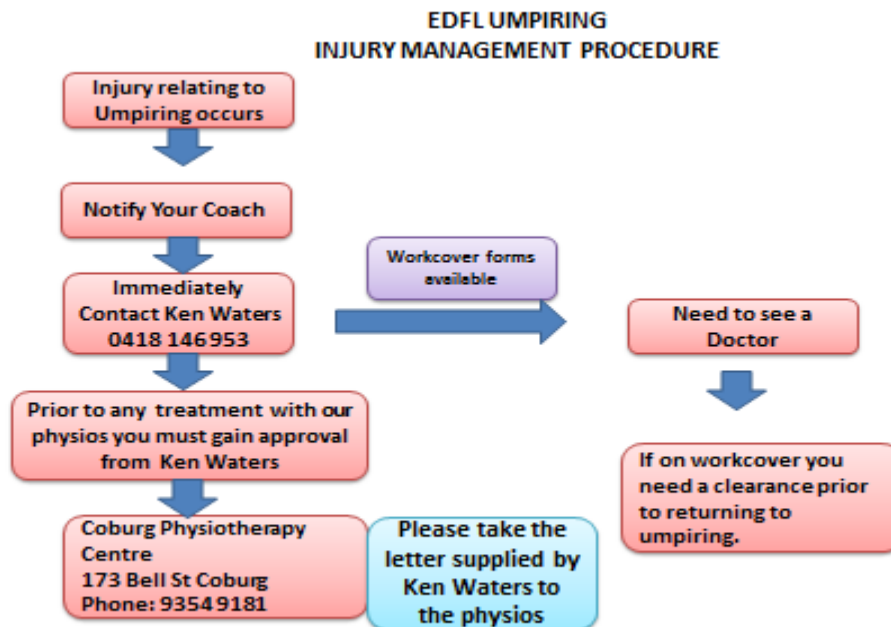
EDFL and the EDFLUA agreed it is appropriate that all umpires over the age of eighteen (18) and coaches **actively** involved in the EDFL must obtain a Working With Children Check (WWCC).

The WWCC **must** be obtained by all umpires, coaches and officials over 18 years of age. Only umpires, coaches and officials who are exempt from providing a WWCC under current legislation are exempt from this requirement. **However**, the exemptions that will be accepted by the EDFL are limited to (along with the conditions covering the following professions in the relevant legislation):

- Current registered teachers;
- Victorian or Australian Federal police officers; and
- Some accredited drivers (e.g. taxi/commercial bus drivers).

Please go to the EDFL website Umpiring>Umpire Information for information on the WWCC.

Injury Management Procedure



You must immediately report any injury you sustain at training or in a game to your coach who will record your injury. Notification must be given immediately to Umpire Administrator **Ken Waters** if an injury has occurred and the injury will be registered in the Register of Injuries.

It is then **imperative** that you contact the EDFL Office on the first working day after your injury to discuss appropriate procedure with Ken Waters. You will be advised of your requirements and necessary paperwork to complete.

Should you require treatment prior to completion of the necessary paper work, please keep your receipts.

Ken Waters EDFL - office hours: Mobile 0418 146 953 Office 9372 7785

Injury Claims Process

- Umpire to obtain a claim form from Ken Waters which is to be filled out completely, including witness details.
- Obtain a certificate of capacity (medical certificate) from doctor/physiotherapist.
- Return a fully completed claim form with medical certificates to Ken as soon as possible.
- All paperwork (certificates, invoices, referrals) to be sent to Ken at the EDFL office.
- Obtain a final medical certificate/release form from the doctor/physiotherapist ending treatment for the sustained injury and forward to Ken at the EDFL office.

Note: No umpire will be appointed to a game until a Return to Work form is completed.

Designated Medical Centre for umpire injuries:

An umpire should not return to training after you have sustained any injury before supplying:

1. A medical clearance stating that you are fit for duties.
2. A signed Return to Work/Light Duties Form.

Depending on the injury sustained and your particular rehabilitation, the Return to Work/Light Duties form will indicate when you may return to work, light training or normal training and umpiring duties.

If you require medical treatment for you injury, please notify **Ken Waters** who will supply a letter of introduction to Coburg Physiotherapy Centre which must be taken with you on your first visit. You are then able to contact our preferred physiotherapist:



Coburg Physiotherapy Centre

173 Bell Street, Coburg 3058

Phone: 9354 9181

Fax: 9354 2018

Postal Address: PO Box 213, Coburg 3058

NOTE: At Coburg Physiotherapy Centre – make sure you specify EDFL umpires account

Please keep your coach and Ken Waters up to date with the progress of your injury and issues related to Workcover.

Season 2017

There will undoubtedly be many other questions that you will want answered as the season progresses. Please feel free to speak to your coaches or Rowan Sawers about any matters concerning umpiring or to the EDFL office on any matters relating to registration, payment or injury.

Good Luck with your umpiring and remember that you only get the rewards from any sport if you are prepared to put in the work.



EDFL Umpires Association

The EDFL Umpires Association Committee is duly elected by its members and is independent of the Essendon District Football League.

The Umpires Association acts to protect the rights of all running umpires, coordinates all of the social events and promotes comradeship amongst its members.

Association Affiliation Fees

All umpires are required to be members of the EDFLUA and an affiliation fee of **\$60** is deducted directly from match payments. This fee also contributes towards functions throughout the season and awards presented to junior umpires.

Uniforms

The EDFLUA also coordinates the sale of all EDFL official match day uniforms supplied by Grashan. The cost of the uniform supplied will be deducted directly from match payments.

Contact Details

President: Peter Pearce

Mobile: 0411 473 114

Email: edfluapresident@outlook.com

Secretary: Kim Dowling

Mobile: 0413 336 964

Email: edfluasecretary@outlook.com

General Committee Correspondence Email: edflua@outlook.com

Website: <http://www.edflua.org.au/>

Facebook: 'Essendon District Football League Umpires Association' (NB people need to request access)

Instagram: @edflua