

Strathmore  
**Community Bank®** Branch



# JUNIOR FIELD UMPIRE INFORMATION MANUAL 2018



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## **Introduction**

Welcome to Season 2018 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 2018 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 paper work and Schedules.
- **Knowledgeable** – Read and Understand Laws of the game and EDFL By-Laws.
- **Act with Integrity** – When representing the EDFL and the umpiring team.

## **Umpire's Code of Conduct**

All umpires agree to abide by the Essendon District Football League, and the Essendon District Football League Umpires Association governing rules and any agreements that are in place.

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 support and assist 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](mailto:brettpallini@bigpond.com)

Academy Coordinator/Coach: **Mark Volich**

Assistant Junior Coach: **Kelvin French**

Assistant Junior Coach: **Gavin Dovey**

Assistant Junior Coach: **Don Cooke**

Assistant Junior Coach: **James Downing**

Assistant Junior Coach: **Jordyn Pearson**

### Youth Training Centres

Broadmeadows Training Centre: **Troy McCarthy**

Delahey Training Centre: **Keith Ogston**

Moreland Training Centre: **James Downing**

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@essendonfl.com.au](mailto:ken.waters@essendonfl.com.au)

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

Email: [rowan.sawers@essendonfl.com.au](mailto:rowan.sawers@essendonfl.com.au)

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

Office Phone: **9373 2703**

## Umpire Education

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 27<sup>th</sup> 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** – Every Monday night at 5pm except Public Holidays. **Coach Keith Ogston**  
Delahey Reserve (Copperfield Drive, Delahey)

**Jacana Umpiring Centre** – Every Monday night at 5pm except Public Holidays. **Coach Troy McCarthy**  
Jacana Reserve (corner of Lorraine Crescent & Johnstone Street, Broadmeadows)

**Moreland Umpiring Centre** – Every Monday night at 5pm except Public Holidays. **Coach James Downing**  
Cole Reserve (Cumberland Road, Pascoe Vale)

**Sunbury Umpiring Centre** – Every Monday night at 5.15 pm except Public Holidays. **Coach Daniel Wardley**  
John McMahon Reserve (155 Lancefield Rd., Sunbury)

**Craigieburn Umpiring Centre** – 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:** Wednesday afternoon at the end of the school day. **Coach Mark Volich**

**St Bernard's College Niddrie:** Wednesday afternoon at the end of the school day. **Coach Bridget Howard**

**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](http://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](mailto: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 at least **45 minutes** before the match to ensure you are ready to start on time. Arriving late can cause delay and inconvenience for your fellow umpire and the teams involved.

## **Your 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. Shirts need to be tucked in and socks pulled up.

## **Footwear**

Field Umpires: Runners and boots are to be clean, with totally fluoro runners not permitted.

## **Undergarments**

Undergarments (lycra shorts/Skins) must be black-coloured to match our shorts. Full length undergarments are permitted in certain circumstances.

## **Jewellery**

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

## What You Need to Umpire

Always check your appointment the night before to ensure you have the right day, time, match and ground.

It is a good idea to pack something to eat after the game. Also bring some water with you to ensure you have something to drink and that you are well hydrated.

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

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

## Nutrition for Umpiring Performance & Your Health

### Nutrition and Performance

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

- Decreased coordination
- Poor decision making
- Decreased speed and endurance
- 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 at least 45 minutes prior to the game.
- 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 AT TRAINING OR ON MATCH DAYS**

### **At the End of the 1<sup>st</sup> and 3<sup>rd</sup> Quarters**

- Go to centre or a dry spot near the centre and discuss the game with your fellow umpires, mentor or coach.
- Only the umpire escorts should be in the vicinity.
- Take notes of best players at the end of each quarter.
- 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.

### **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 an electronic system to capture all game day information. Paperwork such as signed ground inspection form, team sheets, time keeper record forms, will be kept by the clubs in case they are required by the EDFL at a later date.

All match day information will be recorded electronically including reports. Please refer to training video on EDFL website.

### How will it Work (Summary):

**This report can be done on an iPad, Tablet, Smartphone or iPhone.**

**To start your umpire's report, click on "Umpire's Match Report".**

Select which type of competition you are umpiring.

Then click on "Open Report"

Enter the Access Code (**Which the umpires will be informed of**) Then click "Next"

Date is automatically set at the day you are umpiring and Finals Game or not is selected for you.

Select the Home Team. Select the Away Team.

Select which division the teams are in.

Enter the score of Home Team. Enter the score of Away Team

Select the Field Umpires names from the drop-down list.

Select the Boundary Umpires from the drop-down list

Select the Goal Umpires from the drop-down list.

If there are no Boundary or Goal Umpires appointed, you put \*N/A from the drop-down list.

If all umpires are entered click No.

If there any Umpires that are not on the drop-down list click on yes and enter: Select type and put either Emergency or Not listed EDFL, Select the umpire's role (Field, Boundary or Goal) then type their name. If there are more than one umpire not in the drop-down list click on +Add another umpire and repeat the previous steps.

You click on the Open/Close Best and Fairest Votes.

This is where you give your votes for the best players for the game.

Select the club, type in the player's name and number.

You type in the name of the player/s **Exactly as on the team sheet.**

You give the 3, 2, 1 votes.

After you select the box of Home team.

This section is where you enter any fines. Click which box you require yes or no.

If you select yes, this will drop down the box with all the fines you require.

You proceed to click the box appropriate of fine/s, also any comments relating to the fine/s.

Home Team Blue cards: if you select "yes" enter the players name, number and the reason he was given a blue card. Add more players as required.

Then you enter your ratings of the home club as per item. If you enter 2 or under you must explain why you gave that rating.

Enter the Home Team Representatives name from the Team Sheet then click if the Representative was present or not.

Click on “choose file” and take photo of Home Team Sheet.

After you select the box of Away team.

Go through the same process as previous you done with the Home Team.

Enter the Away Team Representatives name from the Team Sheet then click if the Representative was present or not.

Click on “choose file” and take photo of Away Team Sheet.

Timekeepers Record click on “choose file” and take a photo of the Timekeepers Sheet.

If you have a report of a player click on yes and then press Submit Match Report and the program will go into Player Report Sheet, otherwise wait until the Match Report has gone through and it will say Thank You. Then close the browser.

If the club does not supply any Electronic Device or Mobile Phone, you take the team sheets, Timekeepers Sheet and Goal Cards with you and do the report at home on your device.

**Ring Ken immediately so he can arrange to get this paperwork from you.**

**You cannot do these reports on your computer because you must use the camera on your device.**

**ANY PROBLEMS YOU RING KEN WATERS 0418 146 953**

### **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 the form.
- Make sure correct reportable offence ticked and stated on the electronic report form.
- Make sure **both** team managers sign the report form.
  - Reported Player’s Team Manager
  - Opposing Team Manager

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

If an umpire needs to report a player/official he enters all information into the system. This information is immediately emailed to Rowan, Brett(Juniors), Ken and Shannon Colgan of EDFL Football Operations. Ken will send a copy of the report by email to the reporting umpire for his reference, once you submit a reportable offence it is also emailed to the clubs.

**ANY PROBLEMS YOU RING 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 normal umpire’s report sheet. (The charge is then referred to the EDFL tribunal)

If the offence takes place after all the electronic paperwork has been finalised and signed off by the team managers, the umpire will must lodge a letter or email of complaint to EDFL CEO Craig Armstead EDFL Head Office, 78 Napier Street Essendon 3040, by 6:00 p.m. Monday. Umpires must also advise Brett Pallini on 0419 312 753 and Ken Waters on 0418 146 953 the same night the incident occurred.

## **Forfeit and Non-Completion of Matches**

### **Club Minimum Numbers**

*Rule 6.1 of the EDFL By Laws:* An Affiliated Club not fielding at least 14 players (12 in Girls/Women) 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 (12 for Girls/Women) the match shall be forfeited and the Team sheets shall immediately be signed on the ground in the presence of the field umpire, endorsed by him and forwarded in the usual manner to the CEO. An Affiliated Club forfeiting the match shall pay all umpire fees in full.

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 bib with Boundary Umpire on it.

#### **Team Manager Red Bib**

Issue all paperwork to the respective club officials and umpires. Instruct all club officials what their duties are and ensure they are correctly dressed. Team Sheets are to be handed to Field Umpire 15 minutes prior to the start of the game by the Team Manager.

## Coaches Boxes

If the team's 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.

## Summary of Modified Rules Mixed, Girls and Boys

Please refer to table below at all times in relation to the modified laws in relation to each age group.

2018 MODIFIED RULES AFL JUNIOR LAWS OF THE GAME								
	Under 11 (mixed)	Under 13 (Mixed)	Under 15	Under 17	Under 11 Girls	Under 13 Girls	Under 15 Girls	Under 18 Girls
<b>ADMINISTRATION</b>								
Ground size	Standard	Standard	Standard	Standard	Standard	Standard	Standard	Standard
Zones	*	*	*	*	*	*	*	*
Min. players for game	14	14	14	14	12	12	12	12
# players on ground	18	18	18	18	18	18	18	18
# players on interchange	6	6	6	6	6	6	6	6
Ball type	Syn Only	Standard	Leather	Leather	Syn Only	Syn Only	Leather	Leather
Ball size	3	4	5	5	3	3	4	4
Quarter duration (mins)	12	15	20	20	12	15	17	20
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	3-10-5
<b>UMPIRES</b>								
# field umpires	1 or 2	2	2	2	1	2	2	2
Boundary umpires	✓	✓	✓	✓	✓	✓	✓	✓
<b>LAWS</b>								
Tackling	✓	✓	✓	✓	✓	✓	✓	✓
Bumping	✓	✓	✓	✓	✓	✓	✓	✓
Stealing the ball	✓	✓	✓	✓	✓	✓	✓	✓
Barging	✓	✓	✓	✓	✓	✓	✓	✓
Smothering	✓	✓	✓	✓	✓	✓	✓	✓
Fending off	✓	✓	✓	✓	✓	✓	✓	✓
Shepherding	✓	✓	✓	✓	✓	✓	✓	✓
Bouncing the ball	1 max	N/A	N/A	N/A	1 max	N/A	N/A	N/A
Kicking off the ground	*	*	✓	✓	*	*	✓	✓
Ball ups	✓	✓	✓	✓	ü	ü	✓	✓
Throw-ins	✓	✓	✓	✓	✓	✓	✓	✓
Distance over which marks are paid	10m	15m	15m	15m	5m	10m	15m	15m
Distance penalty	25m	25m	50m	50m	25m	25m	25m	25m
Zones	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Deliberate out of bounds	*	*	✓	✓	*	*	✓	✓
Deliberately rushed behind	*	*	✓	✓	*	*	*	✓
<b>COMPETITION DETAILS</b>								
Complete Team Sheet	✓	✓	✓	✓	✓	✓	✓	✓
Premierships ladders/Finals	✓	✓	✓	✓	✓	✓	✓	✓
Lightning Carnival	*	*	*	*	*	*	*	*
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

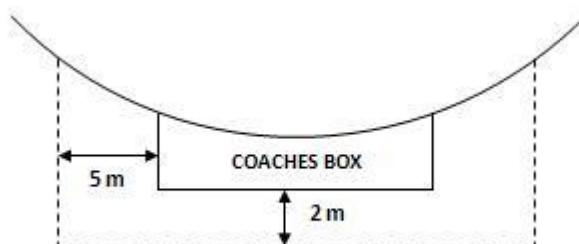
### Applicable to all Under Age Matches

- “TIME ON” **SHALL** only be applied when:
  - a stretcher has entered the playing field
  - or a player count has been called.

### Junior Games Only - Exclusion Zone Around Coaches Box

An “Exclusion Zone” around the (2) Coaches Box’s will be erected by the host club. Bollards and yellow/black hazard tape should be used.

The following dimensions are illustrated below:



**(Under 11, 11YG, 13, 13YG 15, 15YG, 17 and U18YG)**

All team officials on the Coaches box must wear a red I/D bib with their club name clearly identifiable. Even though a Team Manager may not be on the bench they are also required to wear a red bib. (Must be EDFL approved issue).

## PLAYER’S UNIFORMS AND EQUIPMENT

### Jumpers and Shorts

All players shall be attired in numbered Club Jumper / Guernsey. The number must be a one or two figure number (between 1 and 99), no two players in the same team shall wear the same number.

Players shall wear:

- Black shorts or Team coloured shorts for home games.
- White shorts for away games.
- Team coloured socks for all matches

All Club garments shall be as prescribed by the EDFL including relevant sponsors.

### Gloves

In all junior competitions, a player must obtain advice from a medical practitioner before wearing gloves. A list of permissible gloves can be obtained from the EDFL website. The player proposing to wear the glove must bring it into the EDFL Offices along with the Medical Certificate which must outline the players name, club, league, nature of the condition and the period the medical advisor believes the player is required to wear the glove. It must be viewed and approved by the Football Operations Manager. 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 club-coloured) or the same colour as their team's shorts. Junior player are permitted to wear club coloured long sleeve jumpers or compression garments under their jumpers. These must be tight fitting, umpires may request the removal of undergarment if it is deemed to be dangerous.

Full length undergarments are permitted in certain circumstances.

## **Mouth Guards**

Mouth Guards are recommended to be worn for all games of football. The EDFL mandates the use of mouth guards in all Youth Girls matches.

Process for non-compliance in Youth Girls:

- 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 player proposing to wear the protective equipment must bring it into the EDFL Offices at Windy Hill and have approved by the Football Operations Manager. This approval must be available if requested to be viewed by the umpire to allow the player to participate in the match. The exception is a player's helmet 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).

## **Jewellery**

Players are not permitted to wear jewellery of any kind whilst playing. Umpires will remove players from the field who are wearing Jewellery. Covering a piece of Jewellery with tape is NOT permitted.

## **Nails**

Players' nails must be short and smooth.

## **Hijab (full head scarf) – Youth Girls**

The EDFL supports the wearing of hijabs, long sleeve jumpers, and full skins to encourage active involvement of Youth Girls participants under religious or cultural constraints.

## **Boots**

Football boots must be of an acceptable safety standard. No metal studs allowed.

## Spirit of Fair Play Policy

**Spirit of Fair Play Policy is applicable to all divisions of U11s, U11YGs, U13s, U13Gs, 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.

## 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. (Windy Hill)

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

Umpires are 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 Rowan Sawers or Ken Waters 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 and senior umpires as required.**

It is requested that all umpires attending the EDFL tribunal be dressed in an appropriate manner. All umpires should wear pants, a shirt or EDFL polo shirt, jumper or jacket that reflects some form of EDFL 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 CEO, Mr Craig Armstead, EDFL Head Office, 78A Napier Street Essendon 3040, by 6:00 p.m. Monday**. Umpires must also advise their coach of this action by phone or email after the game.

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

## **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.

Payment into your nominated bank account will be made by the EDFL weekly and at the end of the Final Series.

The EDFLUA has an arrangement with the EDFL for the automatic deduction of social levy and match uniform costs from match payments.

## 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 agree it is appropriate that all umpires over the age of eighteen (18) and coaches **actively** involved in the EDFL must have 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.

## 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

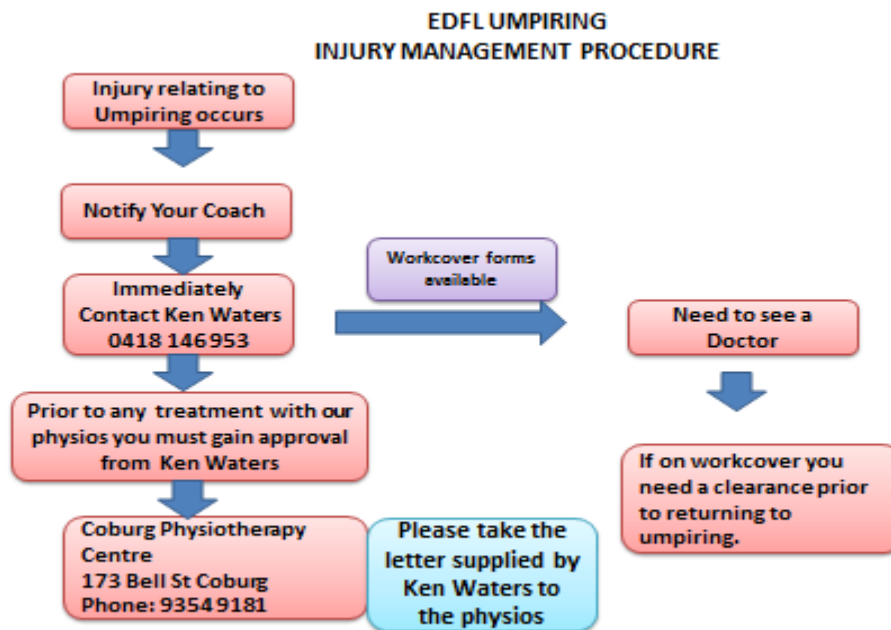
The EDFL welcomes the opportunity to promote Junior umpires and this should be discussed with the Director of Umpiring and your Junior coach.

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

## 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 2018**

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 represent all umpires, coordinates all the social events and promotes comradeship amongst its members.

### EDFLUA Social Levy

- All umpires are members of the EDFLUA and social levy of \$60 for seniors and \$40 for junior umpires under the age of 18 as at 1<sup>st</sup> January 2018 and who are attending school. This social levy can be deducted directly from match payments. This levy contributes towards functions throughout the season, awards presented to umpires and assists in the wellbeing of the umpire.

### Contact Details

President: Anton Mahony

Mobile: 0415341476

Email: [mahony.anton.aj@outlook.com](mailto:mahony.anton.aj@outlook.com)

Secretary: David Peers

Mobile: 0416739654

Email: [davidpeers1@hotmail.com](mailto:davidpeers1@hotmail.com)

If you have any concerns/queries regarding the EDFLUA please call David Peers, the Secretary

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

Instagram: @edflua

Twitter @edfl\_umpires

TEAMAPP: EDFLUA

How to download Teamapp. Head to Apple Store on your phone (or whatever the equivalent is with your phone). Type in Teamapp in the search function. Download app for free (it is a green logo with a white T)

Search for EDFL Umpires Association once on the Teamapp app. Once you have found the EDFL Umpires Association page, which is identifiable from the black EDFLUA logo, request access and ensure that you put your name and your umpiring discipline in the request, so administration can approve. If you enable notifications for Teamapp, you will then receive all messages/news posted, go directly to your phone.

## Set Penalties

### NOTE: SET PENALTIES FOR ALL GRADES

#### *Intentionally, carelessly*

1	Striking another person	2 Matches
2	Using abusive, insulting, threatening or obscene language	2 Matches
3	Dispute a decision of an umpire	2 Matches
4	Tripping another person whether by hand, arm, foot or leg	2 Matches
5	Charging another person	2 Matches
6	Engaging in rough conduct against an opponent which in the circumstances is unreasonable	2 Matches
7	Attempting to kick another person	2 Matches
8	Any act of misconduct (MINOR) As per example: Two Blue Cards	2 Matches
9	Bumping or making forceful contact to an opponent from front-on when that Player has their head down and over the ball	2 Matches
10	Use of obscene gesture	1 Match
11	Engages on time wasting	1 Match
12	Attempting to strike another person	1 Match
13	Attempting to trip another person whether by hand, arm, foot or leg	1 Match
14	Engaging in a melee, except where a Player's sole intention to remove a teammate from the incident	1 Match
15	Intentionally shaking a goal post when a player is kicking or has kicked for goal	1 Match
16	Wrestling another person	1 Match
17	Wearing boots, jewellery and equipment prohibited under Law 9	1 Match

#### REPORTABLE OFFENCES TO BE HEARD BY TRIBUNAL

**NO SET  
PENALTY**

1	Striking another person (Tribunal)
2	Kicking another person
3	Using abusive, insulting, threatening or obscene language towards or in relation to an umpire
4	Behaving in an abusive, insulting, threatening or obscene manner towards or in relation to an umpire
5	Attempting to make contact or strike an umpire
6	Intentionally, recklessly or negligently makes contact with or striking an umpire
7	Failing to leave the Playing Arena when directed to do so by a field umpire
8	Any act of Misconduct (MAJOR) As per example: Head Butting, Eye Gouging, Kneeing, Stomping, makes contact with injured player, Scratching, spitting at a player or umpire, Staging, Instigating a melee, Pinching.

