



Gymea United Football Club Inc. Constitution

(as at October 2009)

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RULE 1 Name and Status

(a) The name of the Club shall be Gymea United Football Club Inc. hereinafter called the Club.

(b) This Constitution and these Rules shall render null and void any Constitution or Rules of the Club issued prior to 15th January 2007 and shall be printed in full and made available to Ordinary and Life Members, Coaches and Managers.

RULE 2 Objectives

The Club's primary objective is to encourage and develop football and to foster good citizenship and sportsmanship by its members.

RULE 3 Affiliation

The Club may be affiliated with the Sutherland Shire Football Association Inc., hereinafter called SSFA Inc., or with any such body from time to time deemed desirable in the interest of the Club's objectives.

RULE 4 Club Colours, Uniform and Dress

(a) The Club uniform shall be selected by a sub-committee before being submitted to the Management Committee for confirmation and subsequent approval by SSFA Inc.

(b) The Club colours shall be basically green and white design as approved by the SSFA Inc.

(c) There shall be an alternate strip as approved by the Management Committee.

RULE 5 Membership

Members of the Club shall be classified as follows: -

- (a) Ordinary Members
- (b) Playing Members
- (c) Life Members
- (d) Ordinary Members - Members in Perpetuity

With the exception of Playing Members, all members shall be 18 years of age and over. Playing Members must be registered players with the SSFA Inc. or with any such body from time to time deemed desirable in the promotion of the Club's objectives.

Membership in Perpetuity is awarded to players who have played 25 consecutive years with the Club. Representative duties are included in years of service. Memberships in Perpetuity will be reviewed annually and endorsed by the Management Committee.

Ordinary Members are non-playing members by virtue of being parents or guardians of under 18 year old playing members or who have paid the annual membership fee or Club-appointed non-playing coaches/managers or any Ordinary Members elected to the Management Committee.

Playing Members cannot vote until they reach the age of 18 years.

RULE 6 Election of Life Members

The nomination of candidates for Life Membership must be forwarded to the Secretary, in writing, 28 days prior to the Annual General Meeting stating reasons for nomination. Nominees must have been actively involved with the Club and must be endorsed by the Management Committee prior to the Annual General Meeting at which the nomination is proposed. The vote shall be by secret ballot and must be agreed upon by no less than 75% of members present.

RULE 7 Fees, Subscriptions etc.

Members of the Club shall pay fees and subscriptions as follows: -

(a) Membership Subscription

(1) Playing members in the U6 to U18 age group shall pay, on behalf of each family, an annual membership subscription of \$5 or where some other amount is determined by the Management Committee. This entitles their parents to full Ordinary Membership of the Club.

(2) Except as provided in paragraph (1), Playing and Ordinary Members shall pay an

annual subscription of \$5 or where some other amount is determined by the Management Committee of that other amount. This entitles such Playing Members to full Ordinary Membership of the Club.

(3) Life Members shall not pay an annual membership subscription.

(4) Non-playing members of the Management Committee and non-playing coaches/managers (with the exception of parents of under 18 players) shall have their annual membership paid by the Club.

(b) Registration Fee

Playing Members and playing Life Members shall pay an annual registration fee as determined by the Management Committee after taking into account fees to be paid to the SSFA Inc.

(c) Competition Fees

Playing Members and playing Life Members shall pay competition fees as determined by the Management Committee. Competition fees must be paid by the second Sunday of the first round, otherwise the player/s who have not paid will not be permitted to play until such time as the fees are paid or arrangements are made to the satisfaction of the Executive Committee.

RULE 8

Election of Office Bearers

(a) Office bearers of the Club shall be elected annually at the July General Meeting.

(b) These office bearers will become "officers elect" and their term of office will commence at the conclusion of the Annual General Meeting.

(c) The Secretary shall advise Club members of the date and place of the July General Meeting. (see Rule 16)

(d) Nominations of candidates for election of office bearers of the Club:

(1) shall be in writing and accompanied by the written consent of the candidate (which may be endorsed on the form of nomination); and

(2) shall be delivered to the Secretary of the Club not less than 7 days before the date fixed for the holding of the July General Meeting at which the election is to take place.

(e) If insufficient written nominations are received to fill all vacancies on the Committee,

further nominations shall be received at the July General Meeting.

(f) Should there still be insufficient nominations, any vacant positions remaining on the Committee shall be deemed to be casual vacancies. These vacancies shall be filled following receipt of nomination and election by financial members at a subsequent General Meeting.

(g) If the number of nominations received is equal to the number of vacancies to be filled, the persons nominated shall be deemed to be elected.

(h) If the number of nominations received exceeds the number of vacancies to be filled, a ballot of members shall be held.

(i) The ballot of members for the election of office bearers of the Committee shall be conducted at the July General Meeting in such usual and proper manner as the Committee may direct.

(j) An extraordinary vacancy in the office bearers shall be filled at the first General Meeting of the Club held after the vacancy has occurred. Duties of the position vacated shall be undertaken by another member of the Management Committee until the position is filled.

RULE 9

Management Committee

(a) The Club's Management Committee shall consist of the following office bearers:

- President
- Vice President
- Honorary Secretary and assistant
- Honorary Treasurer and assistant
- Registrars (3 positions), Senior, Junior and assistant
- Ground Controller and assistant
- Social Secretary
- Gear Officer and assistant
- Communications Officer
- Minute Secretary
- Canteen Supervisor and assistant
- Publicity Officer
- Competition Secretary (as and when required)
- Head Coach
- Committee persons (minimum 12 positions).

(b) The President, Vice President, Honorary Secretary, Honorary Treasurer and Senior

Registrar and Head Coach shall form an Executive Committee and shall be ex-officio members of all the committees of the Club.

(c) Two members of the Management Committee shall be delegates to the Council of the SSFA Inc.

(d) All members of the Management Committee shall be rostered for ground supervisory duties. Club members may also be rostered for these duties by the Competition Secretary and/or the Minute Secretary.

RULE 10 Duties and Authority of Office Bearers

(a) President

(1) The President shall be Chairperson of all meetings except where otherwise specified within this Constitution. He/she will conduct meetings in accordance with Club Rules and Parliamentary procedures. The Chairperson of any Club meetings will not lodge a deliberate vote but will have the casting vote where voting is tied.

(2) The President will represent the Club at all social functions and shall speak on behalf of the Club but he/she may nominate a member of the Management Committee, priority being given to the Executive Committee.

(b) Vice President

(1) In the absence of the President the Vice President will act as Chairperson in accordance with clause (a), paragraph (1).

(2) He/she will be Chairperson of the Protests, Disputes and Judiciary Committee.

(c) Honorary Secretary

(1) The Secretary will attend to the general business of the Club and perform all clerical work necessary to carry out decisions of the members and/or Management Committee.

(2) Club correspondence will be handled by the Secretary who may also accept any money due to the Club on behalf of the Treasurer.

(3) The Secretary will prepare the Annual Report.

(4) The Secretary will be given an allowance each year of no less than the cost of

his/her annual telephone rental. Such allowance to be decided by the members present at the Annual General Meeting.

(5) An honorarium for the Secretary will be decided each year at the Annual General Meeting.

(6) The Secretary shall establish and maintain a register of members of the Club specifying name and address of each person who is a member of the Club with the date on which the person became a member. He/she shall keep a record of attendances at all Club meetings.

(7) The Secretary shall be the Public Officer of the Club.

(8) In the absence of the President and Vice President the Secretary will act in accordance with clause (a), paragraph (1).

(d) Assistant Secretary

(1) Duties as to assist the Honorary Secretary.

(e) Honorary Treasurer

(1) The Treasurer will receive all money for and on behalf of the Club and issue official receipts. He/she will bank all money into such bank accounts in the name of the Club as may be determined from time to time by the Constitution and Rules or the Management Committee.

(2) Bank statements and account books will be in the custody of the Treasurer and will be made available at each meeting as required.

(3) The Treasurer will promptly pay all accounts passed for payment and recorded in Club minutes. He/she will present a financial statement at each meeting.

(4) An audited Annual Financial Statement will be prepared for presentation to the Annual General Meeting.

(f) Assistant Secretary

(1) Duties to assist the Honorary Treasurer

(g) Registrars

(1) Two Registrars will be elected and will be known as the Senior Registrar and Junior Registrar.

(2) The Junior Registrar will record registrations for all players of the age groups Under 6 to Under 18.

(3) The Senior Registrar will record registrations for all other age groups as decided by SSFA Inc.

(4) Each Registrar will maintain player history records for their particular groups and will report any irregularity to the Management Committee. They will not divulge, in any circumstances, any information regarding registered players unless directed to do so by the Executive Committee.

(h) Assistant Registrar

Duties as to assist the Registrars.

(i) Ground Controller

(1) He/she will be responsible for ensuring that ground control and ground marking is carried out.

(2) He/she will organise training times for all teams.

(3) He/she will be a member of the GyMEA Bay Community Hall Committee.

(4) He/she will supervise all club property needed for the oval and report the necessity for replacement or repair.

(j) Assistant Ground Controller

Duties as to assist the Ground Controller.

(k) Social Secretary

(1) The Social Secretary will be responsible for the organisation of all social functions of the Club.

(2) The Social Secretary will be responsible for the organisation of the Club's Presentation functions and any fundraising ventures or social activities specifically designed by the Management Committee.

(l) Gear Officer

(1) The Gear Officer will control the sale and purchase of all club uniforms and report the necessity of replacement of stock.

(2) He/she will also supervise the purchase and issuance of all training aids etc.

authorised by the Management Committee.

(3) He/she will request the signature of a responsible person for all equipment issued.

(m) Assistant Gear Officer

Duties as to assist the Gear Officer.

(n) Communications Officer

(1) The Communications Office will organise the Club's webpage during the pre-season and will attend to any special amendment/edition authorised by the Management Committee.

(2) All contents of the webpage relating to match comments and news items will be controlled by the Communications Officer unless specifically directed by the Management Committee.

(o) Minute Secretary

(1) The Minute Secretary will keep Club minutes in a bound book and distribute copies for every meeting.

(2) He/she will deputise for the Honorary Secretary and Competition Secretary in his/her absence.

(p) Canteen Supervisor

The Canteen Supervisor shall be responsible for ordering for the canteen.

(q) Assistant Canteen Supervisor

Duties as to assist the Canteen Supervisor.

(r) Publicity Officer

(1) The Publicity Officer will seek to obtain sponsors for the Club and will offer such incentives as authorised by the Management Committee.

(2) He/she will sell advertising space in the Newsletter at rates authorised by the Management Committee.

(3) He/she will seek to place Club news items in the media to the best advantage of the Club in co-operation with the Newsletter Editor.

(s) Competition Secretary (as and when required)

(1) The Competition Secretary will be responsible for the preparation of the weekly list of competition fixtures and will ensure that SSFA Inc. match cards are prepared for all home fixtures. He/she will arrange match cards to be lodged as required.

(2) He/she will check official scores and points tables supplied by the SSFA Inc. and ensure that they are displayed at the ground.

(3) He/she will be responsible for the handing out of ground control responsibilities to teams throughout the season including, but not limited to, set-up, pack-up, canteen, etc.

(t) Head coach

He/she will be responsible for:

- (1) Nominating team coaches for the season
- (2) Maintaining contact with and supervising team coaches
- (3) Organising such training notes, courses and training procedures as the club may consider desirable to attain a higher standard of football
- (4) Arranging a pre-season meeting for coaches and managers
- (5) Organising the grading panel with the grading of players into teams.

(u) Committee Persons (minimum 12)

Committee Persons will not be allocated specific duties but shall be called upon, where necessary, to assist other members of the Management Committee with their duties.

(t) Auditors

(1) Auditors will be appointed by the Club and may suggest the implementation of systems to ensure more adequate control of Club funds.

(2) They may assist and advise the Treasurer during the year and will conduct an annual audit for presentation to the Annual General Meeting.

**RULE 11
Meetings of the Management Committee**

(a) The affairs of the Club shall be administered by the Management Committee. Major decisions of Management Meetings will be reported to General Meetings and may only be rejected by a majority of at least 75% of voting members present at the said meeting. Information of a

personal matter, which may be known by the Management Committee, will not be divulged at General Meetings if so ruled by the Executive, and there will be right of appeal against such rulings.

(b) The Management Committee will meet regularly, the quorum being five, two of whom must be Executive. If any meetings lapse for want of a quorum, those present shall set a date for a deferred meeting to be held no sooner than 5 nor later than 10 days afterwards. Such meeting to be advised to all members of the Management Committee and at this deferred meeting those present over five shall form a quorum.

(c) A member of the Management Committee must be a member of any special sub-committee.

(d) Special meetings of the Management Committee may be called by the President, or by any four members of the Committee, requesting a meeting of the President and/or Secretary. Such special meetings require 24 hours notice to all members of the Management Committee.

(e) Any committee member absenting himself/herself from three consecutive meetings without reasonable excuse (to be decided by the Management Committee) shall be deemed to have vacated his/her office.

**RULE 12
Executive Committee**

An urgent decision can be made by a meeting of no less than four members of the Executive Committee on any matter provided the decision is not contrary to the Club's Constitution and Rules. One of the four in attendance must be the President or Secretary. The Secretary shall endeavour to contact all Executive Members stating the object, time and place of the meeting. Any decision to be reported in writing to the next Management Committee Meeting for endorsement.

**RULE 13
Sub-Committees**

(a) The Management Committee, General Meeting or subsidiary groups may set up sub-committees to deal with special matters. Such sub-committees shall be not less than three members and are limited in their power to the bounds established in their formation. The Chairperson of each sub-committee will present a report of plans and decisions to the next meeting

of the Management Committee after plans and decisions are made. No action may be taken by any sub-committee on any matter whatsoever without prior approval of the Management Committee. Should urgent action be warranted, the Chairperson of the sub-committee must contact the President and/or the Secretary who may act within Rule 12.

(b) The Club's nominees for the Gymea Bay Community Hall Committee shall be three or more members of the Management Committee including the Ground Controller.

(c) Grading Panel

(1) Will ideally consist of a minimum of four (4) persons all of whom shall be Club members, one of which will be the Head Coach.

(2) They shall be responsible for the issuing and collection of player assessment forms.

(3) They shall liaise with both Registrar.

RULE 14
Protests, Disputes and Judiciary Committee

(a) There shall be a Protests, Disputes and Judiciary Committee, hereinafter called the PD & JC.

(b) The Management Committee (through the PD & JC) shall have complete power (except where such power rests with the SSFA Inc. or any other body referred to in Rule 3) with reference to:

(1) Protests and/or disputes and/or managers of the Club.

(2) Apportioning costs, suspending or other disciplining of any players, coaches or managers of the Club cited for misconduct and found guilty of a breach of Rules on or off the field of play.

(c) The Management Committee may require any member (Playing or Ordinary), coach or manager to appear before the PD & JC to answer any charge of misconduct or breach of Rules. Should any such person fail to appear, the matter will be determined in his/her absence.

(d)
(1) All protest, disputes and complaints must be made in writing to the Management Committee. Except where the power to deal with these protests, disputes and complaints rests with the Management Committee as per clause

(b), paragraphs (1) and (2), these matters will be heard by the PD & JC.

(2) Decisions of the Management Committee may be appealed against in writing within 7 days, to be heard at the next scheduled General Meeting.

Disciplining of Members

(e) If any member shall wilfully refuse or neglect to comply with the provisions of the Rules of the Club or shall be guilty of any conduct which, in the opinion of the Committee, is unbecoming of a member or prejudicial to the interest of the Club, the Committee shall have the power to reprimand and apportion costs and suspend and expel such a member from the Club. Provided that at least 7 days before the meeting of the Committee at which a resolution to reprimand and/or apportion costs and/or suspend and/or expel such member or any combination thereof is put, the member shall have had notice in writing of such meeting and, before the passing of such resolution, have had an opportunity of giving orally or in writing any explanation or defence he/she may think fit and provided further that no member shall be expelled from the Club unless the resolution for his/her expulsion is passed by a majority of two-thirds of those Committee Members present and voting.

(f) In the event of the expelled/suspended person being the sole parent or sole guardian of Under 6 to Under 18 Playing Members, those Playing Members will retain their status if an adult member, approved by the Committee, advises acceptance of the responsibility for those Under 6 to Under 18 Playing Members. Written acceptance of this responsibility is to be submitted to the Secretary within 14 days of the person's expulsion/suspension.

Right of Appeal of Disciplined Member

(g) A member may appeal to the Club at a Management Meeting against a resolution of the PD & JC which is passed under Rule 14 (e) within 14 days after notice of the resolution is served on the member by lodging with the Secretary a notice to that effect. Should the member elect to use legal representation it must be indicated in.

(h) Upon receipt of a notice from a member under clause (g), the Secretary shall convene a Special Management Meeting within 14 days after the date on which the Secretary receives the notice.

(i) At a Special Management Meeting of the Club under clause (h):

(1) no business other than the question of the appeal shall be transacted;

(2) the PD & JC and the member shall be respective cases orally, in writing or both;

(3) the members present shall vote on the question of whether the resolution should be confirmed, revoked or varied;

(4) voting shall be conducted by ordinary majority, on a show of hands, unless the Meeting resolves by ordinary majority to conduct a secret ballot; and

(5) Management Committee Members who sat on the PD & JC shall not be entitled to vote on the resolution.

(j) If a member wishes to use legal representation then he/she shall cover such costs as well as the Club's corresponding representation.

RULE 15 General Meetings of the Club

(a) The Annual General Meeting of the Club shall be held in November each year.

(b) In addition to the Annual General Meeting in November, six General Meetings of the Club will be convened respectively in March, April, May, June, July and August.

(c) The consideration of additions, deletions and amendments to the statement of Objects, Constitution and Rules of the Club will take place at the August General Meeting.

(d) A Special General Meeting may be called at any time by the Secretary at the discretion of the Management Committee.

(e) A Special General Meeting shall be called by the Secretary within 7 days of the receipt of a request signed by at least 25 financial Ordinary Members.

RULE 16 Notice

(a) Except where the nature of business proposed to be dealt with at a General or Special General Meeting requires a special resolution of the Club, the Secretary shall, at least 7 days

before the date fixed for the holding of the General or Special General Meeting, give notice in writing to all Ordinary and Life Members and, if the meeting is a Special General Meeting, shall state the reason for such meeting. The requirement of notice in writing can be satisfied by the publishing of a notice in either the Club newsletter or a local newspaper at least 7 days prior to the General or Special General Meeting.

(b) Where the nature of business proposed to be dealt with at a General Meeting requires a special resolution of the Club, the Secretary shall, at least 21 days before the date fixed for the holding of the General Meeting, give notice in writing to all Ordinary and Life Members specifying the intention to propose the resolution as a special resolution. The requirement of notice in writing can be satisfied by the publishing of the notice in either the Club's newsletter or a local newspaper at least 21 days prior to the General Meeting.

RULE 17 Rules of General Meeting

(a) The quorum at any General Meeting (special or otherwise) shall be ten members excluding the Executive. This ten to include no more than one Life Member. If any meeting lapses for the want of a quorum, those present may appoint a date for a deferred meeting to be held.

(b) Only financial Ordinary and Life Members are entitled to vote at a General Meeting. All votes shall be given personally and there shall be no voting by proxy.

(c) A member is not entitled to vote, introduce new business, move or second a motion at any General Meeting unless all money due and payable by the member of the Club has been paid.

(d)
(1) Any person invited to a meeting shall not introduce new business, move or second any motion, nor may he/she vote on any matter. He/she may not speak on any matter without the consent of the Chairperson. Notwithstanding, the mover of a motion has the final right of reply and by so speaking closes the debate.

(2) No person shall speak twice on any one question unless by way of explanation and only with permission of the Chairperson. Notwithstanding, the mover of a motion has the final right of reply and by so speaking closes the

debate.

(3) No person shall speak upon any motion or amendment for longer than five minutes without the consent of the meeting.

(4) No person shall accept or second minutes of a previous meeting if such person did not attend such meeting or part thereof.

RULE 18

Alteration to Objects and Rules

The statement of Objects and Rules of the Club may be altered, rescinded or added to only by a special resolution of the Club and as follows: -

(1) For the August General Meeting in each year, any proposed alteration to the Statement of Objects, Constitution and Rules of the Club must be submitted to the Secretary as a resolution, not less than 35 days prior to the General Meeting and specifying the intention to propose the resolution as a special resolution.

(2) Provision is made for altering the Statement of Objects, Constitution and Rules of the Club, other than the August General Meeting in each year, by the receipt of a resolution for a proposed alteration signed by not less than twenty five financial Ordinary Members and specifying the intention to propose the resolution as a special resolution. Such resolution must be delivered to the Secretary at least 35 days prior to a General Meeting.

RULE 19

Special Resolution

A resolution of the Club is a special resolution if it is passed by a majority which comprises not less than three-quarters of such members of the Club as, being entitled under these Rules so to do, vote in person at a General Meeting of which not less than 21 days written notice specifying the intention to propose the resolution as a special resolution was given in accordance with these Rules.

RULE 20

Club Communications

Any communications on behalf of the Club shall be made only by the Secretary or his/her deputy. Should any person, coach, manager, member or other enter into such communications they do so

on a purely individual basis and the Club in no way will be held responsible for such action. If a person, in entering any such communications, brings discredit to the Club they may be cited to appear before the PD & JC to be dealt with in any way deemed fit by that Committee. It is inherent within this Constitution that certain elected officers of the Club, in the course of their duties, may have to enter into communications on behalf of the Club. Such officers are exempted whilst keeping within the bounds of their office.

RULE 21

Funds Source

(a) The funds of the Club shall be members, canteen profits and such other sources as the Management Committee determines.

(b) All monies received by the Club shall be deposited as soon as practicable and without deduction to the credit of the Club's bank accounts.

(c) The Club shall, as soon as possible after receiving the money, issue an appropriate receipt.

(d) The Club is to apply its profits and other income to the promotion of its objects and is prohibited from paying dividends or from distributing its profits or income to its members.

RULE 22

Funds Management

(a) The Treasurer shall have control of all funds and accounts of the Club other than those of the Social Fund and the Canteen Fund. All funds and accounts controlled by the Treasurer shall be operative on signatures of any two of the President, Secretary or Treasurer.

(b) The Social Secretary shall have an amount agreed by the Management Committee in a Social Account with the signatories to be any two(2) of the Social Secretary, Treasurer, President or Secretary.

(c) The Canteen Supervisor shall have an amount agreed by the Management Committee in a Canteen Account with signatories to be any two (2) of the Canteen Supervisor, Treasurer, President or Secretary.

(d) The Management Committee is empowered to invest excess funds in accounts bearing

interest.

(e) All creditors' accounts shall be paid by cheque, subject to them being passed for payment and recorded in the minutes of Management Committee or General Meetings.

(f) No member or committee of the Club shall donate or lend any money belonging to Club unless agreed to by no less the 75% of members present at a General Meeting or a Management Committee Meeting.

(g) Officers of the Club shall be reimbursed for the necessary actual expenses incurred in the performance of their office. Requests for reimbursement will be considered by the Management Committee.

**RULE 23
Members' Liabilities**

The liability of a member of the Club to contribute towards the payment of debts and liabilities of the Club or the costs, charges and expenses of the winding up of the Club is limited to the amount, if any, unpaid by the member in respect of membership of the Club as required by Rule 7.

**RULE 24
Common Seal**

(a) The common seal of the Club shall be kept in the custody of the Secretary.

(b) The common seal shall not be affixed to any instrument except by the authority of the Management Committee and the affixing of the common seal shall be attested by the signatures of the Secretary and of one member of the Management Committee.

**RULE 25
Custody of Books etc.**

Except as otherwise provided by these Rules, the Secretary shall keep in his/her custody or under his/her control all records. Books and other documents relating to the Club.

**RULE 26
Inspection of Books etc.**

The records, books and other documents of the Club shall be open to inspection, free of charge, by a member of the Club at any reasonable hour.

**RULE 27
Claims for Accident Expenses**

(a) Registered players of the Club may submit claim expenses in relation to injuries which are not covered by the SSFA Inc. Accident Scheme (except where SSFA Inc. Rules require personal accident insurance cover).

(b) Claims for expenses shall be submitted to the Secretary in writing and shall be referred to the Management Committee for consideration.

(c) Ex gratia payment may be approved up to a maximum amount of \$200 per accident after taking into account benefits paid or payable by any medical benefits organization at the complete discretion of the Management Committee.

(d) No claim for hospitalisation cost shall be approved.

(e) All claims shall be held in the strictest confidence by the Management Committee and any decisions reached shall not create a precedent for any similar claims.

GENERAL

RULE 1 Registrations

- (a) The Club registration days shall be as decided by the Management Committee.
 - (b) If applicable, applicants shall provide proof of identity as required by SSFA Inc.
 - (c) If a player leaves the Club fees shall not be refunded except in extenuating circumstances.
 - (d) After set registration dates players will only be registered subject to availability of teams.
-

RULE 2 Membership of other Clubs

Ordinary and Life Members may be members of another football club in any capacity.

RULE 3 Teams and Players

- (a) All players registered with the Club shall play in teams as directed by the Grading Panel in accordance with Clubs Rules.
 - (b) As far as possible no player should play for a team more than two years above his/her proper age division.
 - (c) Any player not presenting himself/herself for five (5) consecutive matches shall be considered to have left the Club unless extenuating circumstances are shown.
-

RULE 4 Grading

- (a) The Grading Panel shall grade all players into teams.
 - (b) Where it becomes necessary to upgrade a player to a higher age group the Grading Panel will take account of ability when selecting a player.
 - (c) The Head Coach will hear any complaints on grading and his/her decision shall be final.
-

RULE 5 Coaches and Managers

- (a)
 - (1) Coaches will be allocated to teams by the Head Coach. He will take into account previous Club coaching service, ability, training and any playing experience. Coaches will be expected to meet minimum coaching accreditation as per the rules of NSWFA.
 - (2) Coaching applicants may appeal against a Head Coach's decision on allocation to teams, giving reason for appeal.
 - (3) As far as possible the Head Coach shall appoint a coach to a team of his/her choice.
- (b)
 - (1) Coaches and managers will be recognised by the Club after they have submitted their name, address and telephone number (if any) to the Secretary. These details will be submitted to the SSFA Inc. in accordance with their Rules.
 - (2) On application to coach or manage a team the applicant should supply any details of coaching experience, qualifications and/or playing experience.
 - (3) Coaches, managers and players (of appropriate age) are expected to know and comply with the Constitution and Rules of the Club and of the SSFA Inc. Contravention of such Rules may cause suspension.
 - (4) Coaches and Managers are appointed until 31st December each year and are responsible for the return of all Club property to the Gear Officer.
- (c) One of the aims of the Club is to ensure that, irrespective of football ability, each player should receive an equitable share of games. For semi-finals, finals and grand finals team selection is to be at the discretion of the coach.
- (d) Prior to the first competition game, coaches will be provided with the names and addresses of all players graded into their team. When the competition commences no coach shall play a player unless the Registrar advises him/her that the player has been cleared to play for the Club by the SSFA Inc. in accordance with their Rules.

(e) Duties of the Manager

Managers are responsible for keeping their teams informed of all Club meetings, rulings and

requirements. They shall be the team social organiser. Managers will arrange for parents and players to carry out scheduled duties such as ground marking and canteen duties. On match days he/she will distribute newsletters and notices and submit results and match reports of each game as requested by the Club.

RULE 6 Substitutes

(a) Coaches must ensure that the borrowing and substitution of players is done strictly in accordance with the Rules of the SSFA Inc. and the Rules of the Club.

(b) The Club shall issue to each Manager a team control card. If a player is to be borrowed by another team the card of the borrowed team shall show time and date against the player's name and grade.

RULE 7 Injuries

Coaches shall ensure that the Ground Controller of the ground where the match is played is advised of any injury to players in any competition match by filling in an accident report. In addition the coach or manager shall notify the Club Secretary within 36 hours of the injury being sustained. In the absence of the Secretary an Executive Member should be advised.

RULE 8 Coaches' Responsibility for Players

(a) Coaches are responsible for ensuring adequate time is allowed for travel to matches away from home.

(b) Coaches and managers shall ensure that all players wear the uniform of the Club in competition matches.

(c) Coaches are encouraged to ensure that all players go straight home after training and matches.

(d) A coach must not prevent or withhold a player from trialling with or joining a SSFA Inc. Representative squad.

(e) Coaches have complete authority in instruction, coaching and control at training and

at matches.

(f) Players must be under the control of the team's coach or manager or the coach's deputy for the duration of training time.

RULE 9 Ground Control, Canteen Duty and Newsletter Collation

(a) Each week teams will be nominated to undertake various duties on behalf of the Club. Details will appear in the Newsletter prior to the date set for such duties.

(b) Team managers (or coach where no manager is appointed) shall be responsible for organising players or parents to carry out scheduled duties.

(c) Teams which do not provide an adequate number of players and/or parents to undertake the scheduled duties may be nominated again.

RULE 10 Annual Presentation Functions

Presentations will be as set by the Management Committee.

RULE 11 Patrons

Patrons may be nominated at July General Meetings and voted on by those present who are eligible to vote. A patron may be renominated.

AWARDS

RULE 1

Club Presentations

(a) All awards and presentations are to be left to the discretion of the Management Committee.

(b) That all points earned by a player go with him/her should he/she be promoted or relegated to another team.

(c) To be eligible to receive an award a player must have 80% attendance at Club commitments: - e.g. matches, training or coaching, unless a reasonable explanation of his/her absence is given.

RULE 2

SSFA Inc. Awards

The SSFA Inc. may provide trophies to players in teams in various categories. Should the SSFA Inc. decide not to provide trophies to players winning their division, being Runners-up or Most Improved, then the Club may decide to provide such trophies.

RULE 3

Long Service Awards

The Management Committee will provide a suitable award for ten (10) years unbroken playing service with the Club; and for each multiple of five (5) years a suitable award with the years of service.

RULE 4

Substitution in Finals

In the event of any team not being up to full strength and borrowing players for their finals, such players shall receive an award in appreciation of their efforts.

RULE 5

Private Awards

Should additional awards be required by a team for private presentation, the cost shall not be borne by the Club and the circumstances for such an award shall be made known to the Management Committee for that body's approval.

RULE 6

Club Name and Badge

No person shall use the Club name and/or badge without prior approval of the Management Committee.
