



**MSE Football**

L E A G U E

**OPERATIONS HANDBOOK**

**2023**

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# INTRODUCTION

This edition of the Handbook includes Administrative Information and Association By-Laws and is prepared as an aid to Club Administrators and Officials.

It is important that this document is read in conjunction with the Regulations of the SA Community Football League and the Constitution of the **MID SOUTH EASTERN FOOTBALL LEAGUE Inc.**

It should be read **as a supplement** to the MSEFL Inc Constitution and By-laws, and not as a replacement.

It endeavours to be informative and put in more simple terms some of the major processes and procedures faced by the administrator, particularly for those at the beginning of their involvement with their Club.

The Executive and Association Clubs will from time to time make various decisions to add or alter rules and some subjects are revised or added and so constant updating is necessary.

**Therefore, to avoid any confusion the previous years' handbook must be destroyed.**

Clubs are encouraged to photocopy all or parts of this document and distribute the information as necessary for their own internal administrators.

I trust that you will find this publication useful and that it makes your job easier. If you have any questions, please do not hesitate to contact me.

Subject suggestions for future editions are always appreciated.

Wishing you all a very successful 2023 season.

Naomi Mitchell  
**League Secretary**

# MSEFL CALENDAR FOR 2023

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## Meeting of Junior Club Delegates

Wednesday 29th March 2023

Tuesday 20th June 2023

Tuesday 15th August 2023

## Meeting of Senior Club Delegates

Tuesday 28th March 2023

Tuesday 9th May 2023

Tuesday 8th August 2023

## Meeting of Senior Board

Tuesday 24th January 2023

Tuesday 14th March 2023

Tuesday 2nd May 2023

Tuesday 25th July 2023

Tuesday 17th October 2023

## Meeting of Junior League Executive

Tuesday 27th February 2023

Tuesday 18th July 2023

## Other Events

Saturday 22nd April	Umpire Appreciation Round
Saturday 20th/27th May	Indigenous / First Nations Round
Saturday 10th June	Murray Sth East Zone Carnival – Juniors Only
Saturday 8th July	SA Country Championships – Barossa Valley
Saturday 17th July	THINK ! Road Safety Awareness Round
Sunday 10th September 10:30am	Junior Football / Netball Presentations Millicent Civic & Arts Centre
Sunday 10th September 2:00pm	Senior Football / Netball Presentations Millicent Civic & Arts Centre

# 2023 DIRECTORY

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## MID SOUTH EASTERN FOOTBALL LEAGUE INC.

PO Box 562 Mount Gambier SA 5290  
Email: [midsoutheasternfl@sanflcfl.com.au](mailto:midsoutheasternfl@sanflcfl.com.au)

### LEAGUE SECRETARY:

Michael Houston  
(m) 0415 661 563  
(e) [midsoutheasternfl@sanflcfl.com.au](mailto:midsoutheasternfl@sanflcfl.com.au)  
[msefl.secretary@gmail.com](mailto:msefl.secretary@gmail.com)

### MSEFL EXECUTIVE

President	Peter Mitchell	(m) 0419 304 476 (e) <a href="mailto:pbncmitchell@bigpond.com">pbncmitchell@bigpond.com</a>
Vice President	Dennis Muhovics	(m) 0408 838 786 (e) <a href="mailto:muhovicsdennis@gmail.com">muhovicsdennis@gmail.com</a>
Executive Members	Trevor Ling	(m) 0407 326 293 (e) <a href="mailto:trevorling10@gmail.com">trevorling10@gmail.com</a>
	Jo Michelmore	(m) 0419 846 301 (e) <a href="mailto:jomichelmore@gmail.com">jomichelmore@gmail.com</a>
	Jo Dean	(m) 0419 849 290 (e) <a href="mailto:jo@teaglecontracting.com.au">jo@teaglecontracting.com.au</a>

### MSEFL APPOINTMENTS

Assistant Secretary	Naomi Mitchell	(m) 0411 509 324 (e) <a href="mailto:midsoutheasternfl@sanflcfl.com.au">midsoutheasternfl@sanflcfl.com.au</a> <a href="mailto:pbncmitchell@bigpond.com">pbncmitchell@bigpond.com</a>
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Umpires Director	Neil Webber	(m) 0427 809 156 (e) <a href="mailto:kathryn.08@bigpond.com">kathryn.08@bigpond.com</a>
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# 2023 DIRECTORY cont....

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## MID SOUTH EASTERN FOOTBALL LEAGUE INC.

### MSEJFL EXECUTIVE

President	Graham Dowie	(m) (e)	0400 615 983 <a href="mailto:grahamdowie40@gmail.com">grahamdowie40@gmail.com</a>
Secretary	Naomi Mitchell	(m) (e)	0411 509 324 <a href="mailto:pbncmitchell@bigpond.com">pbncmitchell@bigpond.com</a>
Executive Members	Gary Wilson	(m) (e)	0427 219 676 <a href="mailto:tugsred@gmail.com">tugsred@gmail.com</a>
	Dylan Clough	(m) (e)	0418 798 878 <a href="mailto:dylclough25@gmail.com">dylclough25@gmail.com</a>
	Steve McCann	(m) (e)	0434 821 281 <a href="mailto:macca.3@hotmail.com">macca.3@hotmail.com</a>

### SACFL CONTACTS

#### Football Operations Coordinator – South East *(Transfer & Registration Officer)*

Michael Moubey (m) 0400 170 540  
(e) [Michael.Moubey@sanfl.com.au](mailto:Michael.Moubey@sanfl.com.au)

#### Murray Sth East Regional Director

Scott Duncan (m) 0408 631 166  
(e) [rfacmse@sanflcfl.com.au](mailto:rfacmse@sanflcfl.com.au)

#### Regional Football Co-ordinator

Heath Sims (m) 0439 669 737  
(e) [Heath.Sims@sanfl.com.au](mailto:Heath.Sims@sanfl.com.au)

### MSENA CONTACTS

President	Sara Gray	(m) (e)	0428 839 455 <a href="mailto:president@msena.com.au">president@msena.com.au</a>
Secretary	Bec Scanlon	(m) (e)	0408 232 458 <a href="mailto:secretary@msena.com.au">secretary@msena.com.au</a>

## 2023 CLUB INFORMATION

<p><b>GLENCOE</b> President Secretary</p> <p>Club Colours</p>	<p>PO Box 100 Glencoe SA 5291 <b>PHONE/FAX</b> 8739 4304 (e) <a href="mailto:glencoefc@sanflcfl.com.au">glencoefc@sanflcfl.com.au</a> Andrew Peacock (p) 8739 4149 (m) 0432 538 005 (e) <a href="mailto:andrew.peacock@kcc.com">andrew.peacock@kcc.com</a> Anne Childs (m) 0438 013 467 (e) <a href="mailto:cachilds1@bigpond.com">cachilds1@bigpond.com</a></p> <p><b>Front Panel</b> Maroon ω bold gold V and GFC motif at chest <b>Back Panel</b> Maroon ω gold numbering <b>Socks</b> Maroon <b>Shorts</b> Maroon</p>
<p><b>HATHERLEIGH</b> President Secretary</p> <p>Club Colours</p>	<p>PO Box 279 Millicent SA 5280 <b>PHONE/FAX</b> 8735 9062 (e) <a href="mailto:hatherleighfc@sanflcfl.com.au">hatherleighfc@sanflcfl.com.au</a> Deon Chester (m) 0428 818 935 (e) <a href="mailto:deonchester4@gmail.com">deonchester4@gmail.com</a> Sarah Cavanagh (m) 0409 804 073 (e) <a href="mailto:hfc@live.com.au">hfc@live.com.au</a></p> <p><b>Front Panel</b> Royal blue ω gold panelling. Eagle motif in centre <b>Back Panel</b> Royal blue ω gold panelling continuing from front to centre back. Gold numbering <b>Socks</b> Royal blue <b>Shorts</b> Royal Blue</p>
<p><b>KALANGADOO</b> President Secretary</p> <p>Club Colours</p>	<p>C/- Post Office Kalangadoo SA 5278 <b>PHONE</b> 8739 3272 (e) <a href="mailto:kalangadoofc@sanflcfl.com.au">kalangadoofc@sanflcfl.com.au</a> Reece Carlson (m) 0427 962 940 (e) <a href="mailto:reecey95@hotmail.com">reecey95@hotmail.com</a> Jane Fetherstonhaugh (m) 0429 548 338 (e) <a href="mailto:secretary.kalangadoofc@gmail.com">secretary.kalangadoofc@gmail.com</a></p> <p><b>Front Panel</b> Black ω bold white V <b>Back Panel</b> Black ω white panel and black numbering <b>Socks</b> Black <b>Shorts</b> Black</p>
<p><b>KONGORONG</b> President  Secretary  Club Colours</p>	<p>PO Box 3502 Mount Gambier SA 5290 <b>PHONE/FAX</b> 8738 9319 (e) <a href="mailto:kongorongfc@sanflcfl.com.au">kongorongfc@sanflcfl.com.au</a> Amanda Sealey (m) 0408 690 852 (e) <a href="mailto:salty32@bigpond.com">salty32@bigpond.com</a> Jacqui Doloughan (m) 0400 747 035 (e) <a href="mailto:kongorongsc@gmail.com">kongorongsc@gmail.com</a></p> <p><b>Front Panel</b> Black ω gold sash <b>Back Panel</b> Black ω gold numbering <b>Socks</b> Black &amp; gold hoops <b>Shorts</b> Black</p>



<p><b>MT BURR UNITED</b> President Secretary</p> <p><b>Club Colours</b></p>	<p>PO Box 1122 Millicent SA 5280 <b>PHONE/FAX</b> 8734 8330 (e) <a href="mailto:mtburrfc@sanflcfl.com.au">mtburrfc@sanflcfl.com.au</a> Maurie Puiatti (m) 0400 074 69 (e) <a href="mailto:puiattiml@gmail.com">puiattiml@gmail.com</a> Amy Brant (m) 0427 847 494 (e) <a href="mailto:secretary@mtburrfc.com.au">secretary@mtburrfc.com.au</a></p> <p><b>Front Panel</b> Bottle green ω mozzie motif at chest level and vertical gold stripes below motif <b>Back Panel</b> Bottle green ω gold numbering. Gold vertical stripes on bottom portion <b>Socks</b> Bottle green <b>Shorts</b> Bottle green</p>
<p><b>NANGWARRY</b> President Secretary</p> <p><b>Club Colours</b></p>	<p>PO Box 45 Nangwarry SA 5277 <b>PHONE</b> 8739 7366 (e) <a href="mailto:nangwarryfc@sanflcfl.com.au">nangwarryfc@sanflcfl.com.au</a> Shane Ploenges (m) 0407 604 862 (e) <a href="mailto:shaneploenges@bigpond.com">shaneploenges@bigpond.com</a> Tamara Ploenges (m) (e) <a href="mailto:tploenges@hotmail.com">tploenges@hotmail.com</a></p> <p><b>Front Panel</b> Red, white &amp; black vertical strip <b>Back Panel</b> Black ω white numbering <b>Socks</b> Red, white &amp; black hooped <b>Shorts</b> Black</p>
<p><b>PT MACDONNELL</b> President Secretary</p> <p><b>Club Colours</b></p>	<p>PO Box 215 Port MacDonnell SA 5291 <b>PHONE</b> 8738 2075 <b>FAX</b> 8738 2475 (e) <a href="mailto:ptmcdonnellfc@sanflcfl.com.au">ptmcdonnellfc@sanflcfl.com.au</a> Cathie Williams (m) 0417 081 256 (e) <a href="mailto:ptmacdonnellfootballclub01@gmail.com">ptmacdonnellfootballclub01@gmail.com</a> Lisa McGregor (m) 0417 754 317 (e) <a href="mailto:ptmacdonnellfootballclub01@gmail.com">ptmacdonnellfootballclub01@gmail.com</a></p> <p><b>Front Panel</b> Red top half ending at a V, bottom half navy blue <b>Back Panel</b> Navy ω white numbering, red strip at very top <b>Socks</b> Red <b>Shorts</b> Navy blue</p>
<p><b>ROBE</b> President Secretary</p> <p><b>Club Colours</b></p>	<p>PO Box 217 Robe SA 5276 <b>PHONE</b> 8768 2127 <b>FAX</b> 8768 2914 (e) <a href="mailto:robefc@sanflcfl.com.au">robefc@sanflcfl.com.au</a> Debra Mackey (m) 0401 803 137 (e) <a href="mailto:debra@happyshack.com.au">debra@happyshack.com.au</a> Brianna Ferguson (m) 0409 539 723 (e) <a href="mailto:limestonecoastmechanical@outlook.com">limestonecoastmechanical@outlook.com</a></p> <p><b>Front Panel</b> White ω red horizontal stripes across centre, red rooster head motif at chest <b>Back Panel</b> White with red numbering <b>Socks</b> Red &amp; white hooped <b>Shorts</b> Red</p>
<p><b>TANTANOOLA</b> President Secretary</p> <p><b>Club Colours</b></p>	<p>PO Box 1803 Tantanoola SA 5280 <b>PHONE/FAX</b> 8734 4237 (e) <a href="mailto:tantanoolafc@sanflcfl.com.au">tantanoolafc@sanflcfl.com.au</a> Matt Cytrowski (m) 0459 669 994 (e) <a href="mailto:tantanoolafnc@gmail.com">tantanoolafnc@gmail.com</a> Chloe Bell (m) 0419 663 755 (e) <a href="mailto:tantanoolafnc@gmail.com">tantanoolafnc@gmail.com</a></p> <p><b>Front Panel</b> Red ω bold white V across chest <b>Back Panel</b> Red ω white numbering <b>Socks</b> Red <b>Shorts</b> Red</p>

# PLAYER REGISTRATIONS

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ALL players in ALL grades MUST be registered with the League BEFORE they can play.

**Make sure your Coaches, Selectors, Team Managers etc. are all aware of this requirement. Penalty for playing an un-registered player is a fine of \$100 per senior player and \$50 per junior player PLUS loss of points.**

**All players are required to register with PLAYHQ prior to playing in the current season. A compulsory SACFL registration fee is payable upon registering - \$20 for Seniors and \$15 for Juniors.**

A player who has never participated in AFL anywhere else within Australia, must complete the appropriate SACFL Registration and Transfer Form using their legal first name (no abbreviations), family name and date of birth as per their birth certificate or drivers licence. This documentation needs to be submitted to the League Secretary before a new online registration will be approved. New registrations for players under the age of 21 as at 1st January of the current season will be required to supply the League with an appropriate proof of age document within 14 days of registration. Should such documentation not be provided the players application for registration will be refused.

Please ensure that the application form has been filled out correctly, paying particular attention to:

- Address
- Date of Birth
- Signature of player
- Signature of club official
- Signature of parent/guardian – Under 18 only
- Proof of Age document attached – Under 21 only

Registrations can be lodged with the League Secretary, via email, fax or hard copy from 1st February of each year.

Match day registrations are permitted, providing that immediately before the start of a match a completed player transfer and registration form or bulk registration form has been sighted and initialled by the field umpire and handed back to either the player or club official. This registration form to be lodged with the League Secretary on or before 5pm on the Tuesday following the match. The player must also register online via the PlayHQ Player Registration Process within this same time frame. No player shall be allowed to play until such registration is made. Registration of new players can be completed throughout the entire minor round.

**No registration / re-registration shall take effect until the League Secretary is satisfied that the due process has been correctly applied.**

# PLAYER TRANSFERS

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A player who has been registered as a player in any other football league or association anywhere in Australia, has played with or was registered with any Affiliated League Club prior to, or at the same time as he was registered to play with an SANFL League Club, must apply for a transfer from the Affiliated League Club with which he was previously registered before being eligible for registration to play football with your club.

An application for transfer must be made on the prescribed SACFL Player Transfer and Registration Form. Transfers are permitted between 1st to 30th November and during the period of February 1st to the 30th June in the year in which the application is made.

Applications for transfers, both inwards and outwards, are to be processed through PlayHQ. A Player or a Club can apply for an incoming transfer. Club are responsible for approving any outgoing transfers. Such transfers shall be approved or declined within five (5) business days. A player who has no financial indebtedness or contractual obligation **MUST NOT BE REFUSED** a transfer under any circumstances.

## **Note**

Football Operations Coordinator will enter the player point's data into the system once the transfer/registration process is completed.

## Outward transfer - Method of Process

An email notification will be received (as per your contacts listed in PlayHQ) advising that a transfer application has been submitted. Clubs have five (5) business days to approve or decline any application.

A player who has no financial indebtedness or contractual obligation **MUST NOT AND CANNOT BE REFUSED** a transfer under any other circumstances, including those that may be listed within PlayHQ.

Contractual Obligation – means a written agreement between a person and the club under which that person agrees to provide his services as a football player to that club for a fixed term. The standard SACFL Leagues Playing Contract will be the only contract recognised in this instance. Clubs refusing a player transfer due to contractual obligation must supply a copy of such contract to their Affiliated League by no later than 5:00pm on the next business day.

Financial Indebtedness applies to subscriptions owing by a player for the previous season played only. Services required is acceptable as a valid reason for refusal of a transfer between clubs **ONLY WHEN A PLAYER HAS PLAYED A MATCH FOR THEIR CLUB DURING THE CURRENT SEASON.**

## APPROVED PLAYER POINTS SCHEME - APPS

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The MSEFL will operate under the SACFL Approved Player Points Scheme (APPS) as per Appendix (4) of the SACFL Rules and Regulations. The APPS will relate to the A Grade competition only.

All clubs will be allocated points annually. MSEFL Executive review and adopt a schedule of total points rating for clubs annually. For season 2020 points will be allocated based on each clubs finishing position on the premiership ladder at the completion of the 2021 season. Maximum point allocation per club for season 2023 is as follows:-

Glencoe 13, Hatherleigh 9, Kalangadoo 8, Kongorong 16, Mt Burr 11, Nangwarry 18, Port MacDonnell 10, Robe 12 and Tantanoola 17.

Clubs may request an increase in their allocated points from the League prior to June 30 in the current playing season. Any request under this clause must be in the form of the "APPS Club Application for Increased Points" set out at the end of the Appendix and comply with the process approved by the Community Football Board from time to time.

- All senior players will receive zero points. Penalty points will be allocated to recruited players depending on the level of competition previously played, the number of senior games played in that competition and the period of time since last played. Refer to Appendix 4 of the SACFL Rules and Regulations for further details.
- A Junior/Senior colt player who has played a minimum of 20 junior games for the club shall attract a player points rating of minus 1. A maximum of two (2) minus 1 players can be claimed per A Grade side regardless of the number of junior players selected.
- A current registered MSEFL player under the age of 18 as at 1st January of the current season who transfers to another MSEFL Affiliated Club will attract a player point rating of 3 additional points.
- A non-playing coach will not attract points, however a playing coach does, if applicable.
- A player who is the child of a Club Life Member (restrictions apply) can be registered with that same club and will attract zero points.

At the time of registration or transfer, each player shall complete on the registration and transfer form information concerning the player's previous playing history. The form will also require the player and the registering club to 'self assess' points to be allocated to the player. All transfer forms must be correctly completed and signed by the player and a club official. Registration forms must be submitted to the League Secretary no later than 9:00pm on the Thursday before play. The League takes no responsibility for failure to submit, incorrect, non-completion or misplaced information where clubs fail to comply with these requirements. Failure to comply with this requirement will also result in registration or transfer being refused.

Clubs are not permitted to assume a player's point allocation and must at all times confirm a player's points with the Football Operations Coordinator – Sth East or the League Secretary prior to him playing an A Grade game for the Club, irrespective of a transfer being granted.

## Penalties

### *Exceeding Club Points on Game Day*

Where a club exceeds its allocated points on match day, the following penalties will automatically apply: -

- (i) In the event of a win:
  - Loss of premiership points
  - Nil points allocated to clubs score
  - Maximum fine of up to \$ 1,000.00
- (ii) In the event of a loss
  - Nil points allocated to club score
  - Maximum fine of up to \$ 1,000.00

### *Providing False or Misleading Information on the Player Registration and Transfer Form*

- (i) Any player or club official found guilty of providing false or misleading information shall be liable to penalties including (but not limited to) deregistration, suspension and/or fine.
- (ii) The club may also be liable to a fine and/or loss of competition points.

# JUNIOR COACHES AND OFFICIALS

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In your capacity as a junior coach or official, you are in a position to help mould young players' character, and therefore your attitudes will have a profound effect on the players under your control. Players, especially the very young, are very impressionable, they tend to regard the actions of adults as being correct, and it is therefore extremely important that the examples set are beyond reproach. One of the basic tools of learning is by example, and we all have a unique opportunity to foster this learning process in the area of sportsmanship.

Every opportunity should be taken to foster the spirit and aims of the League. Little things like showing a friendly and courteous approach to the opposition, fostering a feeling of comradeship and team spirit within your group of players, and emphasising the rules of fair play will go a long way towards creating a better environment in which the game can prosper.

If the emphasis is placed on 'win at all costs' by officials involved, this attitude will show on the field. Junior football, at least in the very young age groups, should be geared to ensuring all players involved receive a thorough grounding in the basic skills, and a 'fair go' on the field. If the team wins then that should be regarded as an added bonus by all concerned.

The following points, and the implementation of some or all of them may assist in a more positive approach to the game.

- Welcome your opposition – speak to the opposition coach, officials and players and wish them a good game. It is a GAME not a BATTLEFIELD.
- Let your players see this display of sportsmanship – it will rub off.
- Treat your players as human beings, not objects to be abused and shouted at
- Encourage your players to shake hands with the opposition
- Refrain from voicing your frustrations, your attitudes from the bench will influence your players on the field
- Give encouragement not criticism, a person who is encouraged will strive for improvement, one who is continually criticised could well give up

The object is to have as an even a game as possible in the circumstances, consequently in both junior and senior colts matches, the winning margin shall be a maximum of 60 points.

Coaches of stronger sides are expected to utilise better players in unfamiliar positions, frequent rotation of interchange bench, or if lending players, lend better players to the opposition.

In calculating a 60pt margin, the total score of both teams at the end of the match shall be added together and then halved, and 30pts added to the winning team and 30pts deducted from the losing team.

# JUNIOR COLTS

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A junior colt will not be registered until they have turned 10 years of age.

To be eligible to play in the junior colts team a player must be 14 years or under as at the 31st December 2023. i.e. cannot turn 15 during 2023.

Where a club is unable to field a full complement of 18 players in a junior colts match, the MSEFL require that both sides must play with the same number of players on the ground at all times. The only exception to having equal playing numbers is in the case of a player/s being red or yellow carded by the officiating umpire.

The procedure is as follows:

- (i) Home clubs are encouraged to make a courtesy contact with the opposing side as early as possible for mutual discussion and come to some agreement within the Rules and for the best interest of football and sportsmanship rather than selfish interests.
- (ii) Both teams to begin the game with the same number of players on the field for which 12 per team is a minimum and 18 the maximum.

Determine which of the following is best for both parties:-

- The side low in numbers 'borrows' players from the opposition to field a full team, or
- Field the same number as the opposition and have the remainder on interchange.

## Playing Times – Minor Round

Junior colt matches shall commence by 10:00am. The playing time shall be four (4) quarters of twelve (12) minutes, with NO time on allowed.  $\frac{1}{4}$  &  $\frac{3}{4}$  time breaks shall not exceed 3 minutes.  $\frac{1}{2}$  time break shall not exceed 10 minutes. Game shall be completed by 11:05am

## Playing Times – Major Round

For First, Second and Preliminary Finals, junior colt matches shall commence at 9:30am, with the Grand Final commencing at 9:15am. The playing time for all major round matches shall be four (4) quarters of twelve (12) minutes, with time on ALLOWED.  $\frac{1}{4}$ ,  $\frac{3}{4}$  and  $\frac{1}{2}$  time breaks to remain as per minor round matches.

## Dual Affiliated Players

At the commencement of each playing season, club delegates along with Junior League Executive will determine which clubs, if any can access dual affiliated players and also place a maximum limit on playing numbers able to be sourced via this criteria.

The application process is as follows:

1. SACFL Registration and Transfer form needs to be completed by the player or parent/guardian and **must** be signed by a parent/guardian. Indicate on the top of the form that it is a Dual Affiliation Application, and period of permit required i.e. 1-2 weeks or entire season and forwarded to Michael Moubey, Football Operations Coordinator-Sth East.
2. The application and the applicants playing history is then forwarded to MSEFL Junior Executive for their consideration. Factors including, but not limited to, comprise of playing numbers of competing sides, talent of player, family reasons (split family).

# JUNIOR COLTS

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3. If approved the Football Operations Coordinator will apply for the permit on the club's behalf. If a club does apply for a permit without obeying this process they will have the permit application cancelled without any further notification.
4. The permit is then subject to the same approval process as a player transfer, in that both home club and league need to approve the permit **PRIOR** to the player being permitted to play. This **MUST** be done via the online system and verbal approval at any level will not be accepted.

## Qualification for Finals

A player must play at least four (4) games with the junior colts team during the minor round to be eligible to play in final (major) round matches. This applies to all players, including dual affiliated players utilised throughout the season. If a player has played 6 or more games with the Firsts or Seconds during the minor round, then they must play at least six games with the junior colts during the minor round before being eligible to play in the junior colt team in finals matches.



# SENIOR COLTS

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To be eligible to play in the senior colts team a player must be 17 years or under as at the 30th June 2023. i.e. a player turning 18 on the 30th June is unable to play, whereas a player turning 18 on the 1st July is an eligible player.

Where a club is unable to field a full complement of 18 players in a senior colts match, the MSEFL require that both sides must play with the same number of players on the ground at all times. The only exception to having equal playing numbers is in the case of a player/s being red or yellow carded by the officiating umpire.

The procedure is as follows:

- (i) Home clubs are encouraged to make courtesy contact with the opposing side as early as possible for mutual discussion and come to some agreement within the Rules and for the best interest of football and sportsmanship rather than selfish interests.
- (ii) Both teams to begin the game with the same number of players on the field for which 14 per team is a minimum and 18 the maximum.

Determine which of the following is best for both parties:-

- The side low in numbers 'borrows' players from the opposition to field a full team, or
- Field the same number as the opposition and have the remainder on interchange.

Junior colt aged players must play with their registered club except in the circumstances where both sides do not have sufficient senior colt aged players. In this case, each team must have the minimum number (14).

## Playing Times – Minor Round

Senior colt matches shall commence at 11:10am. The playing time shall be four (4) quarters of seventeen (17) minutes, with NO time on allowed.  $\frac{1}{4}$  &  $\frac{3}{4}$  time breaks shall not exceed 3 minutes.  $\frac{1}{2}$  time break shall not exceed 10 minutes. Game shall be completed by 12:35pm.

## Playing Times – Major Round

For First, Second and Preliminary Finals, senior colt matches shall commence at 10:45am, with the Grand Final commencing at 10:30am. The playing time for all major round matches shall be four (4) quarters of seventeen (17) minutes, with time on ALLOWED.  $\frac{1}{4}$ ,  $\frac{3}{4}$  and  $\frac{1}{2}$  time breaks to remain the same as per minor round matches.

## Dual Affiliated Players

At the commencement of each playing season, club delegates along with Junior League Executive will determine which clubs, if any can access dual affiliated players and also place a maximum limit on playing numbers able to be sourced via this criteria.

The application process is as follows:

1. SACFL Registration and Transfer form needs to be completed by the player or parent/guardian and **must** be signed by a parent/guardian. Indicate on the top of the form that it is a Dual Affiliation Application, and period of permit required i.e. 1-2 weeks or entire season and forwarded to Michael Moubey, Football Operations Coordinator-Sth East.
2. The application and the applicants playing history is then forwarded to MSEFL Junior Executive for their consideration. Factors including, but not limited to, comprise of playing numbers of competing sides, talent of player, family reasons (split family).

## SENIOR COLTS

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3. If approved the Football Operations Coordinator will apply for the permit on the club's behalf. If a club does apply for a permit without obeying this process they will have the permit application cancelled without any further notification.
4. The permit is then subject to the same approval process as a player transfer, in that both home club and league need to approve the permit **PRIOR** to the player being permitted to play. This **MUST** be done via the online system and verbal approval at any level will not be accepted.

### Qualification for Finals

A player must play at least four (4) games with the senior or junior colts team during the minor round to be eligible to play in final (major) round matches. This applies to all players, including dual affiliated players utilised throughout the season. If a player has played 6 or more games with the Firsts or Seconds during the minor round, then they must play at least six games with the junior or senior colts during the minor round before being eligible to play in the junior colt team in finals matches.

If suitably qualified, a player may play in either the Firsts or Seconds team and one colts match on a finals weekend.

A junior colt is deemed to be eligible to play in the Senior Colts team on a finals weekend provided that he is suitably qualified to play in the Junior Colts team on a finals weekend. If suitably qualified a junior colt may play both Junior and Senior colt matches on a finals weekend.

## **B GRADE / SECONDS / RESERVES**

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The B Grade team must consist of between 14 and 16 players, who may be on the playing surface at any one time. Teams must consist of no more than 20 players.

### Playing Times – Minor Round

B Grade matches shall commence at 12:40pm. The playing time shall be four (4) quarters of seventeen and half (17½) minutes, with NO time on allowed. ¼ & ¾ time breaks shall not exceed 3 minutes. ½ time break shall not exceed 10 minutes. Game shall be completed by 2:05pm.

### Playing Times – Major Round

For First, Second and Preliminary Finals, B Grade matches shall commence at 12:15am, with the Grand Final commencing at 12:05pm. The playing time for all major round matches shall be four (4) quarters of seventeen and half (17½) minutes, with time on ALLOWED. ¼, ¾ and ½ time breaks to remain the same as minor round matches.

### Qualification for Finals

Players, including junior and senior colt players, must play at least four (4) games with the B Grade team during the minor round to be eligible to play in final (major) round matches.

Provided that if he has played with the A Grade team during the minor round then he must play at least six games with the B Grade during the minor round.

If a player, including junior and senior colt players, plays more than eight (8) games in the A Grade during the minor round he is not eligible to play in the B Grade team in final matches.

In the event of a club fielding two (2) senior teams on a finals weekend, then the Club is able to select eligible players from its complete list. If the A Grade side is eliminated from the final series on one of these days, the players who played in the B Grade may still continue to play for the B Grade side. If, however the A Grade side wins the 2nd semi-final and the B Grade loses the 2nd semi-final and a player has played in the B Grade as per above, then that player must comply fully with the requirements of rule 23.2.1 to be eligible to play for the B Grade preliminary final side.

A player can only play in either the A Grade or B Grade team – NOT BOTH – on a finals weekend.

If suitably qualified, a player may alternately play for either A Grade or B Grade teams on differing weekends.

### Finals Teams

The B Grade team must consist of between 14 and 16 players, who may be on the playing surface at any one time. Teams must consist of no more than 22 players providing **BOTH** clubs notify the League Secretary of their agreement for any additional players in excess of the standard 20 players before 5pm on the Friday before the game.

## A GRADE / FIRSTS

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The A Grade team must consist of between 14 and 18 players, who may be on the playing surface at any one time, and no more than two (2) interchange players. If a team so elects to, an Under 17 registered player may be an extra interchange player. This player MUST commence the match on the interchange bench.

The 21st player (if used) shall be an Under 17 registered player, who is listed on the under 17's team sheet (for that day). During the Under 17 match this player must go on the ground in uniform ready to play and must remain so ready until the conclusion of the match, unless the player requires medical attention. He does not necessarily need to take the ground in a playing capacity, but MUST remain so ready on the interchange bench for the entire match.

### Playing Times – Minor Round

A Grade matches shall commence at 2:10pm. The playing time shall be four (4) quarters of twenty-five (25) minutes with time on allowed.  $\frac{1}{4}$  time break shall not exceed 3 minutes.  $\frac{1}{2}$  time break shall not exceed 15 minutes., players may leave the ground.  $\frac{3}{4}$  time break shall not exceed 5 minutes.

### Playing Times – Major Round

A Grade matches shall commence at 2.00pm. There shall be no change to playing times or quarter time period breaks.

### Qualification for Finals

Players must have played at least four (4) games with their Club in any grade on separate weekends to be eligible to play in the A Grade in final (major) round matches. If a team so elects to have an Under 17 registered player as an extra interchange player during finals, that player need not necessarily be listed on the Club's Under 17 team sheet for that day, but must have played at least four minor round matches with that Club's Under 17 team.

### Finals Teams

The A Grade team must consist of between 14 and 18 players, who may be on the playing surface at any one time, and no more than three (3) interchange players. If a team so elects to, an Under 17 registered player may be an extra interchange player.

# TEAM MANAGER DUTIES

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Although the responsibilities of the Team Manager will vary from club to club, in general the position should ensure that the competition rules and procedures associated with the actual playing of the game are carried out and adhered to.

## Team Uniform

Ensure that all players are correctly attired on match day. No piercings, only beige or short coloured undergarments (skins) are permitted, only moulded boot stops and all other uniform rules are adhered to.

Any player found to have any foreign objects/jewellery, non-complying undergarments (skins) will be yellow carded.

## Other Officials

Team Manager's must ensure that personnel are designated to act as goal umpire, boundary umpires, time keeper, team runners, water personnel and team trainers and are familiar with their roles and the specific requirements of the position. Personnel should be supplied with the appropriate equipment/uniform to carry out their duties.

Each member club shall ensure the attendance of a suitably qualified trainer at all matches. No match will proceed without a club trainer present. The umpire on the day cannot start the game until a trainer is present. If a side is unable to provide a trainer on the sidelines for a full game, that club/coach to approach the opposition clubs trainer to see if that club's trainer can watch over both sides.

Each goal umpire and time keeper to be supplied with a score card. Score cards to be handed back to each Team Manager at the conclusion of the match.

## Team Sheets/Match Day

Each Team Manager must complete the team sheet prior to the game via the online match results system – PlayHQ, together with the correct jumper numbers. All players must be included on the team sheet. The following shall be clearly marked on each team sheet:

- Captain
- Vice-Captain
- U17 – one only for A Grade – this is the 21st player and must start the match on the interchange bench.

The following club officials shall be named on each team sheet:

- Coach
- Assistant Coach
- Team Manager
- Trainer/s
- Water Personnel – maximum of two (2)
- Team Runners – maximum of two (2)

Official team sheets for each competing team must be distributed as follows (before the commencement of match):

- Opposition Team Manager
- Officiating Umpires (Clearly marked UMPIRES COPY)

# TEAM MANAGER DUTIES

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If you need to alter the team sheet on match day i.e. to cross out a name, place a cross (X) in the players number box and players jumper number box. **DO NOT USE BLACK TEXTA TO RULE OUT THE ENTIRE PLAYERS NAME OR USE WHITE OUT AS AN EDITING MEANS.** To add a player to the team sheet on game day, simply write their name on all three copies of the team sheet.

Immediately after each match collect your own goal umpire and time keeper cards. Check for accuracy i.e. number of goals kicked equals number of goal kickers only **NOT** who. Liaise with opposition team manger if needed.

Utilising the team sheet complete the result section, quarter by quarter score for each side, added cumulative, goal kickers and best players 1 to 6 for your side. **ALL** match results are to be entered by the Home Club online. **All match results must be entered by no later than 5:30pm Match Day.**

Check with your Club Secretary if this is a Team Manager responsibility or has been delegated to someone else. Away Team Managers should complete result sheet in a timely manner and hand this copy to the home Team Manager.

Teams / Clubs have up until 9am Monday following match day to alter the electronic team sheet. Therefore, the umpires team sheet that is sent in with the match day envelope should match the online team sheet. Fines will be issued for non-compliance.

## Replacement Guernsey

Where a replacement guernsey is required, the Team Manager shall:

- a) Advise the opposing team manager
- b) At the earliest opportunity advise the central umpire/s
- c) At the end of the match note on the Umpires Team Sheet Copy approx. time i.e. 1st quarter, 2nd quarter etc. and what new number was used.

## Umpires

Ensure umpires are offered water during quarter breaks. If any issues arise on match day or prior regarding umpires, contact should be made with the Umpires Director.

Immediately after each match of each grade, the Team Manager from each Club must attend the Umpires Room to receive any reports for their Club. **Umpires are not required to look for you.** Team Managers need only concern themselves with any reports for their own club.

## Security of Players Belongings

The security of belongings should be considered prior to the players taking the field. No venue can fully guarantee the safety of items that remain in the change rooms during a game. It would be a good idea to remind players and parents of this problem and have player valuables such as phones, watches, jewellery and expensive clothing left at home or secured with a team representative.

# MATCH DAY

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It is the responsibility of the Home Club to ensure the following Match Day protocols are in place:-

- Goal and point posts have suitable protective covering/padding.
- Umpires and Players Change Rooms are clean.
- The playing field (centre circle, boundary line, kick out line) is properly marked in accordance with AFL Rule 3.
- The interchange markings, spectator free zones around coach's boxes and the 1 metre boundary 'safety line' are clearly identified.
- Supply a scoreboard attendant for each match
- Provide an audible siren

## Marsh Pre-Match Check List

Club Administrators from both clubs are to conduct an inspection of the oval prior to the commencement of the first match of the day. The Match Day Checklist can be completed by either electronic means (Phone app) or by downloading a hard copy form from JLT Sport – Match Day Checklist -

[https://cdn.jlta.com.au/afl/documents/Match\\_Day\\_Checklist.pdf?v=201202150905](https://cdn.jlta.com.au/afl/documents/Match_Day_Checklist.pdf?v=201202150905)

## League Votes

Ensure Best & Fairest voting forms (for each grade) are left in the umpire's change rooms. Clubs will be supplied with separate voting slips and envelopes for each grade for League Best and Fairest voting by the Umpires. Home Match Administrators to ensure that the Umpires have these available in their room before the end of each match.

Ensure Most Valuable Player voting forms (for A Grade only) are given to the A Grade Team Manager to distribute to the A Grade time keepers. Time keepers to vote utilising the 3,2,1 voting method on the **Opposition's Most Valuable Player**. At the conclusion of the A Grade this vote slip needs to be included in the Match Day Envelope.

Ensure Best Backman voting forms (for A Grade only) are given to coaching staff. Vote utilising the 3,2,1 voting method for the **Opposition Best Backman Player** for the day. At the conclusion of the A Grade this vote slip needs to be included in the Match Day Envelope. Votes will be published periodically in the Budget with the winner announced at Senior Presentations.

## Footballs

Provide a suitable Sherrin or Faulkner football for each game.

Always supply a new football for the A Grade match. For the remaining matches a used football can be supplied providing it is in good condition and to the approval of the central umpires.

Sherrin "KB" footballs are recommended for all A Grade matches, however Sherrin "Match" footballs can be utilised for the lower grades. A yellow ball may be used if agreed to by both participating clubs.

NB a size 4 Sherrin "KB" synthetic ball to be used for Junior Colt matches.

# MATCH DAY

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## Match Day Paperwork

Collection of paperwork from Umpire's change room at conclusion of each match or at the end of the day.

- Team sheets from both competing teams – marked UMPIRES COPY
- Score card from both competing teams – please ensure each card is signed by the Goal Umpire
- Time keepers cards from both competing teams.
- One sealed envelope containing Umpire Voting Slip
- Green Umpire Report Sheets, if applicable.

To assist in the timely processing of match day paperwork, home clubs are required to scan and email all team sheets and both score and time keeper cards (score side only) in the following order starting with A Grade. Team sheets, score cards, time keeper cards and email to the Football Operations Coordinator – Sth East – [Michael.Mourbey@sanfl.com.au](mailto:Michael.Mourbey@sanfl.com.au) by Monday 9am following your home game.

## HOME clubs are then to post the following:

- |  |                      |
|--|----------------------|
| a) Team Sheets (both clubs / all grades)                               | 8 sheets in total    |
| b) Score Cards from Goal Umpires (both clubs / all grades)             | 8 cards in total     |
| c) Time Keeper cards (both cards / all grades)                         | 8 cards in total     |
| d) League B&F Voting Slips in Sealed Envelopes (all grades)            | 4 envelopes in total |
| e) MVP Voting Slips – A Grade only (both clubs)                        | 2 envelopes in total |
| f) Best Backman Voting Slips – A Grade only (both clubs)               | 2 envelopes in total |
| g) Green Umpire Report Sheets if applicable                            |                      |
| h) Any other match day paperwork i.e. Registration and Transfer Forms. |                      |

To Football Operations Coordinator – Sth East utilising the pre-paid envelopes provided in your Start of Year Packs.

Postal Address   MSEFL  
                          PO BOX 562  
                          MOUNT GAMBIER SA 5290



# TIME KEEPERS PROCEDURES

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## PLAYING TIME – MINOR ROUND MATCHES ONLY

### Junior Colts

- Commencement at 10:00am until no later than 11:05am.
- 4 by 12 minute quarters **with no time on**.
- ¼ time and ¾ time breaks up to 3 minutes.
- ½ time break up to 10 minutes.
- Two Officials from each club of opposing teams, if they may so agree, can play for a lesser period should some local cause make a curtailment expedient.

### Senior Colts

- Commencement at 11:10 am until no later than 12:35 pm.
- 4 by 17 minute quarters **with no time on**.
- ¼ time and ¾ time breaks up to 3 minutes.
- ½ time break up to 10 minutes.

### B Grade

- Commencement at 12:40 pm until no later than 2:10 pm.
- 4 by 17½ minute quarters **with no time on**.
- ¼ time and ¾ time breaks 3 minutes.
- ½ time break up to 10 minutes.

### A Grade

- Commencement at 2:10 pm.
- 4 by 25 minute quarters **with time on permitted**
- ¼ time break up to 3 minutes.
- ½ time break up to 15 minutes, with the players permitted to leave the ground.
- ¾ time break no longer than 5 minutes.

## DUTIES

- Completing the “appropriate” sections on the time keepers card
- Recording the time, the teams and umpires arrive on the oval (both time keepers to sign the cards).
- Home timekeeper is responsible for sounding the siren when the umpire holds the ball aloft to signify the commencement of each quarter.
- Notify the field umpire by sounding the siren for; (1) the end of a quarter (until a field umpire acknowledges that the siren has been heard and brings play to an end), (2) the end of the break, (3) the beginning of the next quarter. Keep sounding siren until the umpire indicates the end of play by blowing the whistle and raising both hands in the air.
- Recording all scores signalled by the goal umpire on the scorecard.
- Recording “order off” details in the “send off section” on the goal umpires/time keepers card.
- Placing either the Red or Yellow card in the window to signify when a player is “ordered off” and removing the card when the player can be replaced or return to the oval.
- Placing the Green Stretcher card in the window to signify when a stretcher enters the arena for a player, and removing the card when the player can return to the oval.
- Ensuring the match is finished by the designated time.

# TIME KEEPERS PROCEDURES

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## TIME ON/OFF

### Commencement of each quarter

The time keepers shall start the clock which is used for the timing of a match for each new quarter when the football is bounced (or thrown up) in the centre square.

### Stopping Time

The time keepers shall stop the clock which is used for the timing of a match when:-

- Directed to do so by a field umpire (by blowing a whistle and raising one arm above his or her head);
- The goal umpire signals that a goal or behind has been scored.

### Recommencing Time

The time keepers shall recommence the clock which is used for the timing of a match when:-

- Directed to do so by a field umpire (by blowing a whistle and raising one arm above his or her head);
- The football is bounced (or thrown up) in the centre square after a goal has been scored;
- The football has been brought back into play after a behind has been scored;
- The football is thrown back into play by the boundary umpire, or brought back into play by a player after it has gone out of bounds or out of bounds on the full **ONLY IF** the field umpire directed time off and has failed to signal to the timekeepers to recommence time;
- The football is obviously in play.

## RED, YELLOW and GREEN CARDS

### Red Card

Any player "red carded" shall be reported and ordered off the ground for the remainder of the match, that player can be replaced after 20 minutes (10 minutes for Junior and Senior Colts) of elapsed playing time.

### Yellow Card

Any player "yellow carded" shall be ordered from the ground for 15 minutes (10 minutes for Junior and Senior Colts) of elapsed playing time and cannot be replaced for that period of time.

### Green Card

Any player for whom a stretcher was called for shall not play for a period of 20 minutes of elapsed playing time (excluding intervals between quarters) from the time when the player leaves the oval. When a stretcher enters the Arena but the player elects to walk off, the player must remain on the interchange bench for the required time as stated above.

## MAJOR ROUND MATCHES ONLY

### Time On

There is time on for all grades in all finals

### Draw After Full Time

In the event of a draw in any final in any grade after full time the game shall be continued with five (5) minute halves until a result is achieved.

The time spent changing of ends shall be kept to a minimum by the umpires, thus coaches and captains are not allowed to address the players.

# TIME KEEPERS PROCEDURES

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## Finals Starting Times

### First Semi, Second Semi, and Preliminary Finals

Junior Colts	9:30am
Senior Colts	10:45am
B Grade	12:15pm
A Grade	2:00pm

### Grand Finals

Junior Colts	9:15am
Senior Colts	10:30am
B Grade	12:05pm
A Grade	2:00pm

# OTHER MATCH DAY MATTERS

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## Order Off Rule

- a) Only Field and Emergency Umpires may affect the Order Off Rule. It shall apply to all grades.
- b) The Field Umpire shall stop play, inform the player of the "Order Off" and advise the time keepers by displaying either a RED or YELLOW CARD.
- c) A player or official when informed of an "Order Off" shall immediately leave the field through the interchange area.
- d) A player ordered from the ground twice must be reported and sent from the ground for the remainder of the match. This will be indicated by the Umpire displaying a RED CARD to the time keepers.
- e) RED CARD – A player or official receiving a red card shall be reported and ordered off the ground for the remainder of the match and cannot be replaced for a period of **20 minutes**, or in the case of Junior and Senior Colt matches this period is **10 minutes**.
- f) YELLOW CARD – A player or official receiving a yellow card may be reported and ordered off the ground and cannot be replaced for a period of **15 minutes**, or in the case of Junior and Senior Colt matches this period is **10 minutes**.
- g) A player accumulating three (3) cards irrespective of colour, in official MSEFL matches in the current football season, that player will automatically be suspended for one (1) match.
- h) If a player refuses to leave the field when ordered off, he shall be reported for misconduct and his team shall forfeit the match.

## Special Notes

- Umpires need not accompany offending player or official to the boundary
- Time for an "Order Off" shall commence when the offending player or official crosses the Interchange Line.
- The time off is for actual playing time not inclusive of time on and shall not include quarter or half time breaks.
- Time keepers to record the times of an Order Off and are the sole judge of time expiration.

## Use of Stretcher

Where a stretcher is required the following procedure shall apply:

- a) Upon being advised or noticing that a player requires a stretcher, the field umpire(s) shall stop play at the earliest opportunity and unless medical staff consider it unsafe to do so, the player shall be removed from the playing field on the stretcher by the shortest most direct route.
- b) A team may replace the injured player with a player listed on its team sheet who must enter the playing surface via the interchange area. The replacement player may enter the playing field as soon as the injured player is placed on the stretcher.
- c) The field umpire shall recommence play only after the player on the stretcher has left the arena.
- d) A player who has been removed from the playing field on a stretcher shall not resume playing for a period of 20 minutes of actual time (excluding intervals between quarters) from the time the player left the playing field.

- e) A Green Stretcher Card will be displayed in the time keepers window to signify when a stretcher enters the arena for a player, and removing the card when the player can return to the playing field.
- f) Where a stretcher enters the playing surface but the player elects to walk off, all provisions as per above apply, but the player may go to the Interchange Bench.

### **Duties of Runner**

Each club may appoint a maximum of two people to perform the function of team runner for each grade. The runner/s are not to enter the playing arena for any purpose other than attending to an injured player or taking a message from the coach of a participating team or from his nominee to a specific player and shall not remain on the playing arena for such longer period as shall be necessary. One runner only is permitted on the playing surface at any one time. Do not linger. Do not coach. Do not abuse/make inappropriate comment to opposition players whilst on the playing surface.

Junior Colt team runners are permitted to coach/assist younger junior colt players during minor round matches only, but are not to constantly remain on the playing arena during the match.

### **Water Personnel**

Each club may appoint a maximum of two people to perform the function of water person/s for each grade. Each person shall enter the arena for the sole purpose of supplying drinks to players. Must stay off the field of play whilst not doing their duties and shall not obstruct the play in any way. Shall not engage in coaching or barracking whilst on the field of play.

### **Forfeits**

A club forfeiting a match for any reason shall notify the Secretary of the opposing club and the League by at least 9:00pm on the Thursday night prior to the listed match of its reasons for forfeiting. The League may accept the explanation or deal with the club so forfeiting, or the players of such clubs as it may think fit. Any club failing to report its intention to forfeit within the prescribed time shall be fined. Any club forfeiting a match must pay the Umpires Fee unless the Umpires Director was notified by at least 9:00pm on the Thursday night prior to the listed match.

A team receiving a forfeit will receive 4 points for a win and will be credited and debited with the average amount of points of the other winning teams in that grade on that day.

A team receiving a forfeit may record the players picked for the match as having played, providing that one copy of the players selected is forwarded to the League Secretary by the required time.

### **Major Round Draws**

In the event of a draw in any final in any grade after full time the game shall be continued with five (5) minute halves until a result is achieved. The time spent changing of ends shall be kept to a minimum by the umpires, thus coaches and captains are not allowed to address the players. Time on is to be added to all grades.

# CHILD SAFE ENVIRONMENTS

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Child Safe Environment landscape has seen several key changes. One of these key changes is Screening, also known as a Working With Children Check (WWCCs) or Relevant History Assessment. South Australia has introduced legislation titled Child Safety (Prohibited Persons) Act 2016, that provides direction on the Screening requirements of those carrying out child related work.

The Regulations for the Act took effect as from 1 July 2019. This requires all those in child related work, working with or likely to work with children to obtain a Working With Children Check (WWCC). This check must be the one issued from the SA Government Screening Unit commonly known as a DCSI Check (now referred to as DHS Screening).

**Under this legislation SAPOL / Police Certificates or other National Criminal History Certificates are not a recognised form of screening.**

In the context of football, the meaning of child-related work and work with children is:

- services or activities provided in the course of the operation of clubs and associations with a significant membership of, or involvement by, children;
- coaching or tuition services for children;
- This includes those aged 14 years and over. It will no longer be from age 18.
- There are other elements that refer to exemptions, however the only profession exempt is that of a SAPOL or AFP Officer.
- The Parent exemption is subject to several other factors, many common to football environments that voids exemption, therefore SANFL strongly endorses the screening of parent volunteers.
- Screening checks for volunteers are now free. At this stage however, those required to obtain or renew a Working with Children Check are unable to submit their own request as it must be facilitated by an organisation. Until longer term solutions are available, SANFL will facilitate application submissions.

If you require further information or assistance please contact MSEFL Secretary, Assistant Secretary or Michael Moubey, SANFL Football Operations Coordinator.

# CHECKLIST FOR CLUBS HOSTING FINALS

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## 2023 Finals Dates

1st Semi-Final	Saturday 2nd September 2023
2nd Semi-Final	Saturday 9th September 2023
Preliminary Final	Saturday 16th September 2023
Grand Final	Saturday 23rd September 2023

## Final Venues:

1st Semi-Final	Hatherleigh
2nd Semi-Final	Tantanoola
Preliminary Final	Robe
Grand Final	Port MacDonnell

## Commencement Times

### 1st, 2nd and Preliminary Final

Junior Colts	9:30am
Senior Colts	10:45am
B Grade	12:15pm
A Grade	2:00pm

### Grand Final

Junior Colts	9:15am
Senior Colts	10:30am
B Grade	12:05pm
A Grade	2.00pm

## Admission Prices

	Minor Finals	Grand Final	
Adults	\$10	\$15	
Pensioners	\$6	\$10	<b>Aged and Invalid ONLY</b>
17 & Under	Free	Free	

The gatekeepers are instructed to **charge EVERYBODY** at the gate, with the exception of the volunteer passes – see below.

Umpires, League Officials, Media, Sponsors and Netball officials are all reimbursed by the League on the day.

The League will make available to each final venue host club ten (10) volunteer passes that can be distributed to those that volunteer their time. Each pass admits one person **ONLY** and is to be surrendered to the gate keepers at time of entry.

## Ground Audit

All final venues will be subject to at all times to an audit of the club's ground and facilities and any other conditions that the Executive deem to be relevant. Any issue identified during a ground audit, the affected club will be given a period of time to rectify the issue before the ground is by-passed to the next club in line. Should a ground or grounds be by-passed due to non-compliance any club or clubs whose ground is so by-passed shall have claims to the first final thereafter for which their ground would normally be listed.

# CHECKLIST FOR CLUBS HOSTING FINALS cont.....

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## Checklist for Administrators of Clubs Hosting a Final

- Goal and point posts have suitable protective covering/padding.
- Umpires and Players Change Rooms are clean.
- The playing field (centre circle, boundary line, kick out line) is properly marked in accordance with AFL Rule 3. NOTE: Two (2) centre circles to be marked.
- The interchange markings, spectator free zones around coach's boxes and the 1 metre boundary 'safety line' are clearly identified.
- Supply a scoreboard attendant for each match, and club signage on scoreboard
- Provide an audible siren and an emergency backup siren.
- **Arrange Catering** – require variety of soup/food/cakes/BBO/drinks etc. and be available to a minimum of  $\frac{3}{4}$  time of A Grade football match. Arrange for extra outlets.
- **Arrange Additional Toilet Facilities**
- **Arrange Car Parking Attendants** – require attendants to direct parking around oval perimeter and control disabled parking permit area
- **MSEFL Marquees** – liaise with League Secretary in regard to positioning of two (2) League Marquees and associated parking. Minimum of five (5) car parking spaces to be allocated for League Officials.
- **Club Secretary Parking** – arrange for one car park for each competing teams Club Secretary
- **Arrange a roped off area near Change Rooms** for Trainers vehicles
- **Arrange that entrance gates are locked over-night** until 7:00am or until gatekeepers arrive.
- **Arrange changeroom signs for teams.** As a general rule the highest team on the ladder is afforded the home change room, keep same clubs in the one changeroom.
- **The Club hosting the GRAND FINAL** to supply afternoon tea and refreshments for League Officials, Life Members, Sponsors and invited guests during half time of the A Grade football match at their own expense.

## League to arrange

- Gatekeepers
- Central, Boundary and Goal Umpires for each game, and payment thereof.
- Security Personnel
- Match Day Footballs for all games



# CHECKLIST FOR ADMINISTRATORS COMPETING IN FINALS

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- Minor Finals – A Grade Football player profiles, playing list in jumper number order and team photo. Team photo and playing list in jumper number order for all other competing teams to be submitted to the Budget by 12noon Monday prior to match day.
- Grand Final – Player profiles for all football sides, playing list in jumper number order and team photo to be emailed to the Budget by 12noon Monday prior to match day.
- Arrange for a timekeeper for your teams game
- Production of team sheets as per minor round.
- General Team Manager duties apply
- Results Sheets – goal kickers and best players to be handed to League Secretary at completion of each match.

# MEDAL COUNT

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This year the both Junior and Senior Medal Counts will be held on the one day.

Date: **SUNDAY 10th September 2023**  
Venue: Millicent Civic & Arts Centre – Ridge Tce Millicent  
Host: Robe Football Club

**Juniors 10:30am**

**Seniors 2:00pm**

## Club Invitations

All clubs will be allocated 20 seats for both Junior and Senior Counts. A presentation levy of \$600 per club will be charged. Please notify the League Secretary if you envisage requiring extra seating or your club will be unable to fill your seating allocation.

Clubs will be informed of the people who will be particularly encouraged to attend. They will be as follows:

Top vote getters/team of the year recipients	A Grade	League invitees	
Top vote getters	B Grade	top 2 from each club =	18
Top vote getters	Senior Colts	top 2 from each club =	18
Top vote getters	Junior Colts	top 2 from each club =	18
Top goal kickers	All Grades	top from each grade =	4

Clubs to notify League Secretary if any invitees are unable to attend.

# GENERAL INFORMATION

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## Club Stationery Supplies

The following Stationery is supplied:

- MSEFL 2023 Meeting Dates
- MSEFL 2023 Draw
- 2023 Club Contacts
- 2023 Senior Board and Junior Executive Contacts
- 2023 Umpire Payment Guide x 2
- MSEFL Final venues
- MSEFL 2023 Eligible Gate Passes Guide
- Pre Addressed, pre-paid Results Envelopes x 8
- Envelopes for league best & fairest vote slips x 32
- League Best & Fairest Vote Slips – Seniors (8), Reserves (8), Senior Colts (8) and Junior Colts (8)
- Vote Slips & Envelopes (16) for Player of the Year Award – A Grade only
- Goal Umpires / Time keepers Cards x 150 (approximately)
- Senior Colts Passes x 15. **Please instruct team managers that only those senior colts with a Probationary Licence (P-plate) require a pass.**

# GENERAL INFORMATION

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## Insurance

Compulsory Personal Injury (Bronze level) cover is provided through Marsh (previously JLT Sport).

Club Registration is an annual requirement of the AFL National Programme. This process confirms your club's participation in the national programme and when completed, allows Marsh to process Personal Injury claims for members. Marsh's Online Risk Management Module is an annual requirement that forms part of the club registration process.

Club Registration is due by 31st March of each year and must be completed online at <https://afl.jltsport.com.au/clubs/certificate-of-currency/search>

Bronze level cover includes:

### **Non-Medicare Medical Costs**

- 50% Reimbursement
- \$2,000 maximum per claim
- \$100 excess per claim

### **Capital Benefits**

- \$100,000

### **Quadriplegia/Paraplegia Benefit**

- \$1,000,000 maximum

## **Please Keep In Mind**

Personal Injury cover is a cover for injuries occurring due to an accident. It is not a sickness or illness policy.

Personal injury cover can pay for Non-Medicare Medical Expenses. These include physio, chiro, dental, ambulance transport and private hospital accommodation.

Any medical expenses that incur a Medicare rebate or are on the Medicare Benefits Schedule cannot be claimed on personal injury cover, including the Medicare gap.

It is not Private Health Insurance or Life Insurance.

Upgrading cover is optional and is available for clubs, team and individuals. Options include:

- Increasing Non-Medicare benefits
- Adding Loss of Income cover

It is highly recommended that all clubs and players investigate their personal insurance needs.

Players should seriously consider the benefits of:

- Private Health Insurance
- Life Insurance
- Loss of Income (particularly if self-employed)
- Ambulance Subscription