



TUGGERANONG VALLEY
AUSTRALIAN FOOTBALL NETBALL CLUB
JUNIOR/YOUTH PARENTS FOOTBALL
HANDBOOK
v2.0

TVAFNC Junior/Youth Football Handbook

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TVAFNC Junior/Youth Football Handbook

Purpose

This document has been developed to provide Tuggeranong Valley Australian Football Netball Club (TVAFNC) Junior and Youth families with the information they need to navigate a Season.

Introduction

TVAFNC's vision is to be a club that is respected and revered, built on participation, performance and financial sustainability.

Our values are:

- Respect
- Inclusion
- Unity
- Resolute

This Junior/Youth Handbook covers the Junior requirements within the Club for Players aged 7 to 17 years of age.

By registering with TVAFNC a player, their parents, guardians and supporters agree to abide by the League, Club policies and code of conduct. Which can be found on the AFL Canberra website [here](#) under National and NSW/ACT Policies.

Any variations or questions in relation to Club policies should be referred to the Club Secretary: secretary@tuggeranongfc.com.au

Club Objectives

The Club objectives, outlined in our Club Constitution, are to:

- Promote and foster the game of Australian Football in the Tuggeranong Valley and the broader Australian Capital Territory.
- Foster a sense of belonging, equity, fair play and a love of sport within the Club and the wider Community; and
- To educate, train, coach and encourage members of the Club in the game of Australian Football.

Guiding Documents

The information provided in this document has been guided by:

- Tuggeranong Valley Australian Football Club Constitution
- *Associations Incorporation Act 1991*
- AFL Canberra By-Laws
- National Australian Match Guidelines

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Contacts

General Enquiries

For general enquiries in relation to the Club please use the following:

Email:	playafl@tuggeranongfc.com
Postal Address:	PO Box 1496 Tuggeranong Act 2901

Club Board Contacts

The TVAFNC board consists of up to 12 members.

Your **first point of contact in relation to anything football related should be done via the Junior Director**. All other enquiries can be directed as per the below table.

Role	Email	Contact in relation to:
President	president@tuggeranongfc.com.au	Whole of Club enquiries or escalated matters
Vice-President	vicepresident@tuggeranongfc.com.au	In the absence of the President being available.
Treasurer	treasurer@tuggeranongfc.com.au	Enquiries that relate to management of club funds
Secretary	secretary@tuggeranongfc.com.au	General enquiries, for copies of club policies etc.
Senior Football Director	football@tuggeranongfc.com.au	Senior Football enquiries
Junior Football Director	juniordirector@tuggeranongfc.com.au	Junior Football enquiries
Communications Director	communications@tuggeranongfc.com.au	Media/social media enquiries
Community Director	community@tuggeranongfc.com.au	Events enquiries
Sponsorship Director	sponsorship@tuggeranongfc.com.au	Sponsorship enquiries
Facilities, Property & Merchandise Director	property@tuggeranongfc.com.au	Merchandise, club facilities, pavilion hire
Volunteers Director	volunteers@tuggeranongfc.com.au	Assistance in finding volunteers
Netball Director	netball@tuggeranongfc.com.au	Netball enquiries

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League Rules and Code of Conduct

AFL NSW/ACT has a number of rules and policies that clubs and participants need to abide by. These can be found on the AFL Canberra Website: www.aflcanberra.com.au

Code of Conduct

By registering with TVAFNC a player, their parents, guardians and supporters agree to abide by the League, Club policies and code of conduct. Which can be found on the AFL Canberra website [here](#) under National and NSW/ACT Policies.

Age Group Rules

The rules applicable to each junior/youth age group can be found [here](#).

As rules vary for each age group, make sure you and your child/ren are aware of the rules for your age group/s.

Fixtures

Parents can keep up to date with team draws by visiting the AFL Canberra [website](#). The draw contains details of each round's game and the location for the round with a link to a map.

Please check the site weekly for any changes to game times or locations.

Working with Vulnerable People (WWVP)

All Officials of the Club are required to have a Working with Vulnerable People (WWVP) card, this includes Coaches, Team Managers and First Aiders or Trainers.

Grievance Procedures

Complaints that wish to be raised to AFL Canberra must be done via proper channels within the Club. TVAFNC members are not to approach the League directly and instead must go through via the Junior Director and if required escalated to the Club President.

As a Community Club, all of our volunteers are here to help and want the best for our entire Community. Should you have general feedback on how the club operates, please email the Club Secretary: secretary@tuggeranongfc.com.au, who will direct your enquiry to the relevant Board member.

Dogs at Ovals

The *Domestic Animals Act 2000*, Section 42 lists the prohibited places in the ACT where dogs are not allowed. That Act states "A person must not take a dog onto a field or playing area where formal sport is being played. There is a fine for taking dogs into prohibited areas and that is \$150."

In summary:

- Dogs are **not permitted** at any time at Enclosed Ovals or synthetic grounds.
- Dogs are **not permitted** at any time at unenclosed grounds when sport is being conducted under a formal booking, this includes training and match play.
- Dogs are **only permitted** on unenclosed ovals when the oval is not being used for organised sport.

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Communication

The Club communicates to members through many channels, including but not limited to:

Email

The email addresses provided online at the time of player registration are used by the Club throughout the season for communicating with families. To ensure both parents receive Club communications throughout the year **please ensure you include the email addresses of each parent at the time of registration.**

If you change your email address throughout the season, please advise your Team Manager and the Junior Registrar: juniorregistrar@tuggeranongfc.com.au

Online

Website	www.tuggeranongfc.com.au
Facebook	Our Club Facebook page can be located here
	Our Junior Facebook group can be located here
Instagram	Our Club Instagram account is: @tv_afc

Newsletters

Newsletters provide information on Club events and happenings. If you would like to place an item in the newsletter please email: communications@tuggeranongfc.com.au

Club Photos

Photos at games, training and events, may be taken by Club volunteers, or a photographer approved by the Board, throughout the season. These photos may be used by the Club to facilitate the internal business operations of the Club or to promote and market events, products or services, in accordance with the Australian Football League's Privacy policy.

Permission to use photos of your child is provided as part of your registration. Consent to use photos can be withdrawn at any time by emailing the Club Secretary: secretary@tuggeranongfc.com.au

Members should respect the privacy of all TVAFNC members and must not use camera phones, cameras, video cameras or any other type of recording or photo taking device inside changing areas, showers and toilets.

First Aid

Our First Aiders are the ultimate decision makers when it comes to whether your child needs to be removed from a game/training due to an injury or incident or if they can return during the game or training session. **A Coach or parent must respect the decision of the First Aider** as their interests are first and foremost with the player. A player's welfare is not worth risking for football.

In the case of an injury, the First Aider/Trainer is allowed to enter the field to assist any player as required. Officials, parents or spectators are NOT allowed on the field to assist.

If you are interested in assisting as a first aid official please speak to your team manager.

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Concussion

Concussion in football can occur after a blow to the head and can be associated with serious and potentially fatal brain injuries.

The AFL has strict concussion protocols in place if a player is **suspected** of having a concussion.

Any player showing the signs or symptoms of concussion will be removed from the field immediately and referred to a medical practitioner.

The First Aid Coordinator will send through the relevant notification and advice on the protocols that come into effect, which includes no training or games for a minimum of two weeks.

The player cannot return to training or games until the concussion protocols have been completed.

Player Insurance

Players must be registered with the Club before they take the field. From Round 1, Players will not be able to participate in games or training until such time as they are registered.

The Club has public liability and personal injury insurances through JLT Insurance. In the event of an incident, please inform the Club Secretary: secretary@tuggeranongfc.com.au and Junior Director: juniordirector@tuggeranongfc.com.au as soon as possible after the incident.

Training

Grounds

Club training will be spread across the Valley at various ovals and will be based upon both Coach and oval availability.

The current training ovals are listed in the table below.

Oval	Address
Kambah 101	Reynell Place Kambah
Kambah 107	Chirnside Circuit Kambah
Isabella 101/102/103	Cromwell Circuit Isabella Plains
Gordon 102/104	Midge Street Gordon
Gordon 201	Off Heidelberg Street Conder – Behind Lanyon Vikings Club

Please refer to the **Team Allocation and Training Policy** for further information on how training locations and teams are determined.

Mouthguards

Mouthguards are compulsory for Players; they **must** be worn at training and during games.

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Parents/Carers Participation

Parents/Carers at training with children are welcome to participate, particularly with the younger age groups. You DO NOT have to have any previous experience; you can learn with the kids. Please ask your Coach or Manager what you can do.

Wet Weather

If training or games are cancelled due to bad weather, a notification will be sent out via Facebook and text message.

For further information please refer to the **Wet Weather Fact Sheet** on the Website.

Game Day

Game day arrival

Coaches and Managers will inform Players how soon before the game they must arrive at the ground. **At a minimum, Players are to arrive at the oval 30 minutes prior to the game start time.**

Mouthguards

Mouthguards are compulsory for Players; they **must** be worn on game day.

Game Day Player Rotation

The table below outlines the game day Player rotation the Club aims to achieve each round.

Auskick Pros: 7 & 8 year old's	AFL Canberra have limited the number of Players in Auskick Pros teams to give all Players the best opportunities to develop their skills and knowledge on a smaller field.
	Players to be rotated through each zone – Mids/Backs/Forwards.
	More dominant/athletic players to be encouraged to assist other player participation in the game. This is one of the first steps in the development of their on-field leadership skills.
Juniors: Under 9s & Under 10s	Players to have the same opportunity to play as much football as possible.
	Players to be rotated through each zone – Mids/Backs/Forwards.
	Teams and opponents to be equalised (size, ability) as much as possible.
Juniors: Under 11s to U12s	Players to have the same opportunity to play as much football as possible.
	Players to be rotated every quarter to provide opportunities in several positions.
	Teams and opponents to be equalised (size, ability) as much as possible.
Youth: Under 13 to Under 17s	Emphasis shifts from Players rotating through different positions to gaining a level of competency in specific positions.

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Weekly Awards

Weekly player awards recognise and encourage effort, improvement, engagement, involvement, sportsmanship, fairness, tenacity and leadership. For the younger age groups these awards should not be solely distributed to the “best” Players of the day and should be shared around as much as possible. Further information on end of season awards can be found in the Club’s **Awards and Recognition Policy**.

Junior Milestones

Milestone awards are given to Players that reach 50, 100, 150 and 200 junior AFL career games. When a player is approaching a milestone game during the season, the Team Manager will inform the parents of the approaching milestone and provide instructions on options for the banner and for providing a write up to be used in Club media.

AFL career games include any games played for an AFL Club affiliated with an Official AFL competition and any games played representing any State or Territory at a National AFL competition (i.e. School Sports Australia Annual Carnival) where the games are played according to standard AFL competition rules. Local, regional representative games will not be counted.

Parents/Spectators

Parents/Spectators are **NOT** allowed on the field during the game. Should you have any concerns about your child during the game, the Manager/Coach/First Aid Officer will see to them and escort them off the field as required.

Ground Managers:	Parents/Spectators must follow all instructions given by the Ground Manager. Ground Managers play an essential and critical role in fostering a safe and positive matchday environment for all.
Distance from the Field:	Parents/Spectators are to remain at a minimum 3 Metres (preferably 5 metres) from the Boundary Line, or behind the Boundary Fence for games at an enclosed venue.
Interchange Bench:	Only Players/Coaches/Officials involved directly in the game to be present on the Interchange Bench. Parents/Spectators and Players not involved in the game are to remain clear of this area.

Always remember:

- that children play sport for their enjoyment, not yours.
- to encourage children to participate, do not force participation upon them.
- to encourage children to always participate according to the rules.
- to never ridicule or yell at a child for making a mistake or for the team losing a game.
- that children learn best by example – applaud the efforts of all Players in both teams.
- to support all efforts to remove verbal and physical abuse for sporting activities.
- to show appreciation of volunteer Coaches, Officials and Administrators – without whom your child could not participate.
- to respect umpires’ decisions and teach children to do likewise.

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Reportable Offences

If parents have concerns about an Official or player during the game, then they should first discuss with the Coach or Manager, after the game. If you are not comfortable with their response then you can email the Junior Director: juniordirector@tuggeranongfc.com.au

Parents cannot contact AFL Canberra directly.

Volunteer Expectations

It is important that Players, parents and supporters get involved and participate in fundraising initiatives throughout the year along with volunteering to assist with the running of the Junior and Youth football programs.

Canteen

Our Canteen facilities are an essential source of income for the Club to keep the cost of participating in a community sport as low as possible for all our Players.

Rosters will be issued to assist in the running of the canteen on match days. Each team will be required to assist at least once per season.

Game Day Duties

Our Club is run by Volunteers who give up their time freely for Players to enjoy playing Australian Football. It is expected that **ALL** families help out through the season.

Managers will create game day rosters for each round. If you have a preference on the type of role you undertake please contact your Manager, and we will do our best to accommodate your request/s when doing the rosters.

Refer to **Attachment A** for a full list of game day duties.

Fundraising and Social Events

ALL families are strongly encouraged to participate in fundraising activities and to get along to at least one social event during the season. It is a great way to be involved in our amazing community and have some fun away from the footy field.

Community Promotions

Several of our sponsors offer community promotions such as member discounts or loyalty funding back to our Club when you use their services.

For example, the Southern Cross Club Tuggeranong donate a portion of sales back to the Club when you link your membership cards.

A complete list of our sponsors, promotions and offers is available on our website: www.tuggeranongfc.com.au

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Club Song

For our **non-competitive** age groups, we sing the Club song after every game to celebrate.

For our **competitive** age groups – what a great song to belt out after a win at the end of a game.

Tuggeranong Valley Australian Football Club Song

(Sung to Glory Glory Alleluia)

Hear the roar of the Valley for the (Boys/Girls) of Tuggeranong

We came to show you how to play and now that we are done

So, lift your hearty voices up and sing the victory song

For the mighty Tuggeranong!!!!

(CHORUS)

Glory, Glory, what a cracking game we played,

Glory, Glory, there is history being made,

Glory, Glory, what a cracking game we played,

We are the Mighty TUGGERANONG!!!!

When other sides are caving in, we'll be standing strong

When tired legs are slowing down, we'll be running on

So, lift your hearty voices up and sing the victory song

For the Mighty Tuggeranong!!!!

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Attachment A: Game Day Duties

The following table outlines the parent volunteers required to cover game day duties at all rounds.

Roles	Pro's	U9s	U10s	U10G	U11s	U12s	U12G	U13s	U14s	U14G	U15s	U16G
Coach	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Assistant Coach or Co-Coach					✓	✓	✓	✓	✓	✓	✓	✓
Manager	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Field Umpire	✓**	✓**	✓**	✓**	✓***	✓***	✓***	✓***	✓***	✓***	✓***	✓***
Goal Umpire	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Timekeeper	✓*	✓*	✓**	✓**	✓**	✓**	✓**	✓	✓	✓	✓	✓
Scorer					✓	✓	✓	✓	✓	✓	✓	✓
Boundary Umpire					✓	✓	✓	✓	✓	✓	✓	✓
Runner					✓	✓	✓	✓	✓	✓	✓	✓
Water Carrier					✓	✓	✓	✓	✓	✓	✓	✓
First Aid Officer	✓	✓	✓	✓	✓	✓	✓					
Emergency Response Coordinator (ERC)								✓	✓	✓	✓	✓
Trainer								✓	✓	✓	✓	✓
Photographer	Parent volunteers to take game day photos for Facebook (<i>optional</i>)											
Ground Set-Up (min 1 Volunteer per field)	HOME GAMES ONLY - First age group to take the field for the day											
Ground Pack-Up (min 1 Volunteer per field)	HOME GAMES ONLY - Last age group to take the field for the day											

* When no central timekeeper

** Home games only

*** Where no umpires supplied by AFL Canberra, both teams to supply an umpire. Where 1 umpire is supplied by AFL Canberra, home team to supply the second umpire.