

PART E: MATCH DAY ROLES

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20. SUPPORTING UMPIRES AND OFFICIALS OF JUNIOR FOOTBALL

Umpires and Competition Officials play a key role in the successful delivery of Community Football. Coaches, club officials, volunteers, players, and spectators play a vital role in developing the highest quality umpires and game day officials.

- 20.1. All team players, officials, parents, and spectators are expected to adhere to the following: WA Football has a **ZERO TOLERANCE** stance against any form of umpire or official abuse, verbal dissent, intimidation or disputing of decisions.
- 20.2. Players, officials, parents, and spectators are not permitted to comment about an umpire or the performance of an umpire in any way other than in writing to the Umpires Coach via their Club President.
- 20.3. Only the Captain or Team Manager from either team can approach an umpire during the breaks in a match. The Captain or Team Manager cannot question decisions, interpretations or question the free kick count.

21. COACHES AND ASSISTANT COACHES

When you take on the role of a Coach, you are taking on a powerful leadership role. As a Coach, your actions and behaviours have a significant impact on everyone around you. You are an influential role model to all and someone that everyone looks to for the setting of standards and acceptable behaviours.

- 21.1. The Coach's role is responsible for developing players' skills and knowledge of the game while ensuring maximum enjoyment is had by all participants, including (but not limited to);
 - 21.1.a. Ensuring the match is conducted within the [Spirit of Junior Football](#).
 - 21.1.b. Ensuring all participants within the Coaches Box are always displaying appropriate positive sporting behaviours.
 - 21.1.c. Educating players about the importance of respect and responsibilities towards match officials, opposition teams and umpires, on and off the field.
 - 21.1.d. Ensuring they demonstrate a gesture of good sportsmanship toward the match day umpires and opposition coach both pre and post-game through a handshake, fist bump or elbow bump. This mark of respect reinforces the Coach's commitment to influencing positive game day environments.
 - 21.1.e. Maintaining a working knowledge of and adhering to all relevant AFL and WAFC laws, regulations, policies and by-laws. Continue to improve your coaching skills and knowledge to better serve the development of young athletes.
 - 21.1.f. Ensuring all players are involved in a positive environment where skill learning and development are priorities and are not overshadowed by a desire to win.
 - 21.1.g. Ensuring players have the same opportunities for involvement with equal game time and equal opportunity to play in a variety of positions on the field.
 - 21.1.h. Ensuring the team selection process is fair and consistent.
 - 21.1.i. Prioritising player safety by recognising the significance of injury and illness and having due consideration of Medical and First Aider advice concerning the return of injured, concussed or ill players to training or matches.

- 21.1.j. Understanding and respecting that Coaches are not permitted to enter the playing surface during the game unless instructed to do so by the Field Umpire.
- 21.1.k. Abiding by the **WAFC Code of Conduct** at all times.
- 21.2. Each team is required to supply a Coach who has been accredited as an age-appropriate Foundation Coach via [CoachAFL](#) prior to the game.
- 21.3. If a Coach or Assistant Coach is not a [CoachAFL](#) member and does not hold a current Foundation Coach accreditation, they will not be permitted to coach.
- 21.4. Coaches must play all eligible and able players up to the maximum allowed in all home and away matches. For avoidance of doubt, this includes Finals.
- 21.5. Coaches must adhere to the **Equal Opportunity and Fair Play Policy** for all players in all games.
- 21.6. Coaches must avoid overplaying the talented players, aiming to maximise the participation and enjoyment for all players regardless of ability.
- 21.7. Only Coaching staff listed on the team sheet may be present within the Coaches Box during play.
- 21.8. Coaching staff must remain within the Coaches Box during play. Coaching staff may only exit the Coaches Box at authorised quarter changes, half time and at the conclusion of the match.
- 21.9. Coaches are subject to the same investigations and penalties as players, including suspensions, sanctions and fines.
- 21.10. Coaches who receive a suspension may also be issued a Coaching Citation Notice in addition to the original suspension.
- 21.11. Any Coach who receives three (3) Citation Notices within their competition career may lose their [CoachAFL](#) Accreditation and/or be Deregistered.
- 21.12. Coaches shall be clearly identified by wearing the approved WAFC requirement i.e. uniform, vest and/or lanyard.

22. TEAM MANAGERS

When you take on the role of a Team Manager, you are entrusted to look after the well-being of all participants involved. Team Managers are integral to junior football and enable good working relationships between the club, coach, players, umpires, opposition, volunteers and spectators. On game day you have a unique vantage point, positioned to notice and positively influence the behaviours of all participants.

- 22.1. The Team Manager role is responsible for ensuring the efficient and effective operation of the team, including (but not limited to):
 - 22.1.a. Ensuring the match is conducted within the **Spirit of Junior Football**.
 - 22.1.b. Ensuring all match paperwork is completed correctly (both online and hard copies).
 - 22.1.c. Maintaining a working knowledge of and adhering to all relevant AFL and WAFC laws, regulations, policies and by-laws.
 - 22.1.d. Acting as the liaison between your Team and other participants including the Umpires, Match Day Officials and Opposition Team.

- 22.1.e. Ensuring all players are eligible to participate in the match in compliance with this handbook, i.e., registered, active, current permit, and /or not under suspension.
- 22.1.f. Coordinating and overseeing your team’s game-day volunteers including scorekeeping, timing and any other game-related responsibilities.
- 22.1.g. Assisting in resolving disputes, conflicts, or issues that may arise on game day.
- 22.1.h. Helping maintain a positive game environment by promptly addressing any negative game day behaviour from players, team volunteers and spectators.
- 22.1.i. Liaising with the Opposition Team Manager in relation to any photography or videoing that will occur during the match as per the **Photo and Video Policy**.
- 22.1.j. Maintaining accurate records for game day including team sheets and injury reports.
- 22.1.k. Ensuring the safety of all players by inspecting the ground prior to the game to assess its suitability and safety for use as per **32.g Match Day Checklist**.
- 22.1.l. Abiding by the **WAFC Code of Conduct** at all times.
- 22.2. Each team is required to supply a Team Manager who acts as the primary point of contact for umpires, match officials and opposing teams.
- 22.3. The Home Team Manager is responsible for the welfare of the umpires on match day.
- 22.4. Both the Home and Away Team Managers should convene with the Field Umpire at breaks to ensure a safe and positive game day environment is being maintained.
- 22.5. In the case of an alleged vilification incident, the Team Manager must inform their Club President as per the **Vilification Policy**.
- 22.6. Team Managers are permitted to be inside the Coaches Box during game play. Team Managers may also leave the Coaches Box if there is a matter that needs attending to.
- 22.7. Understanding and respecting that Team Managers are not permitted to enter the playing surface during the game unless instructed to do so by the Field Umpire.
- 22.8. Team Managers are subject to the same investigations and penalties as players, including suspensions, sanctions and fines.
- 22.9. Team Managers shall be clearly identified by wearing the approved WAFC requirement i.e. uniform, vest and/or lanyard.

23. RUNNERS

- 23.1. The Team Runner role is responsible for communication between the coaches and players, including (but not limited to):
 - 23.1.a. Ensuring the match is conducted within the **Spirit of Junior Football**.
 - 23.1.b. Acting as the liaison between the coaches and players during game play.
 - 23.1.c. Monitoring the game play to identify negative game day behaviour from their players and promptly intervening to deescalate any tensions.

- 23.1.d. Assisting the First Aid / Medical Officer with the removal of any injured players from the playing surface.
- 23.1.e. Abiding by the **WAFC Code of Conduct** at all times.
- 23.2. Each team is permitted to have one runner.
- 23.3. Team Runners must be eighteen (18) years or older.
- 23.4. Team Runners must be identified on the Team Sheet (hard copy and online).
- 23.5. Team Runners must enter and exit the playing surface via the interchange area.
- 23.6. Team Runners must deliver messages from the Coach to Players as quickly as possible and immediately leave the playing surface once the message has been delivered.
- 23.7. Team Runners are not permitted to remain on the playing surface to loiter, coach or barrack.
- 23.8. Team Runners are under no circumstances allowed to make verbal or physical contact with umpires, opposition Players or officials.
- 23.9. Team Runners are not permitted to question, talk to, or give instruction to the field umpires.
- 23.10. Team Runners are not permitted to enter the 50m arc during kick outs or shots on goal.
- 23.11. Team Runners are not permitted to enter the centre square during ball ups.
- 23.12. Team Runners are only permitted to be on the playing surface for a maximum of seven (7) minutes per quarter.
- 23.13. Team Runners shall be clearly identified by wearing the approved WAFC requirement i.e. uniform, vest and/or lanyard.
- 23.14. Team Runners are not permitted to carry water or medical supplies on the Playing Surface during game play.

24. FIELD UMPIRES

- 24.1. The Field Umpire role is responsible for umpiring the match during general play, including (but not limited to):
 - 24.1.a. Ensuring the match is conducted within the **Spirit of Junior Football**.
 - 24.1.b. Ensuring all match paperwork is completed correctly.
 - 24.1.c. Maintaining a working knowledge of all relevant AFL and WAFC laws, rules, regulations, policies and by-laws.
 - 24.1.d. Ensuring teams follow all relevant AFL and WAFC laws, rules, regulations, policies and bylaws.
 - 24.1.e. Ensuring a safe environment wherever possible for all players.
 - 24.1.f. Making fair, unbiased and consistent decisions.
 - 24.1.g. Assisting less experienced Umpires at every opportunity.
 - 24.1.h. Reporting all match day paperwork, reported offences, unacceptable behaviour or conduct to the relevant WAFC Competitions Team by **9am Monday** following the match.
 - 24.1.i. Abiding by the **WAFC Code of Conduct** at all times.

- 24.2. The WAFC will attempt to appoint umpires for all matches.
- 24.3. Should a Field Umpire not be available to officiate at any match, the opposing coaches or team officials may agree to appoint an adult to act in that capacity. In such case the appointed umpire shall have the same responsibilities and authority as any umpire appointed by the WAFC.
- 24.4. Any umpire not appointed by the WAFC under rule 24.3 must be:
- 24.4.a. Sixteen (16) years or older;
 - 24.4.b. named on match documents;
 - 24.4.c. suitably attired for the match as approved by the WAFC; and
 - 24.4.d. compliant with all **Working With Children (WWC) legislation**.
- 24.5. No individual shall be eligible to participate in any official match under the control of the WAFC as a Field Umpire until an online registration form and relevant WAFC approved education module has been completed.
- For avoidance of doubt, this includes WAFC appointed umpires, Club Umpires and Parent Umpires.*

25. GOAL UMPIRES

- 25.1. The Goal Umpire role is responsible for umpiring the area behind the goal posts during general play, including (but not limited to):
- 25.1.a. Ensuring the match is conducted within the **Spirit of Junior Football**.
 - 25.1.b. Ensuring they are in the best position possible to judge whether a Goal or a Behind has been scored.
 - 25.1.c. Signalling that a Goal or Behind has been scored upon being given the 'All Clear' by the Field Umpire. Signals are first made by using hand signals followed by waving of flags.
 - 25.1.d. Recording the Goals and Behinds scored by each Team during a Match.
 - 25.1.e. Comparing score cards at the end of each quarter with the other Goal Umpire and Independent scorer. If there are any discrepancies, the Field Umpire is to be advised as soon as possible.
 - 25.1.f. Endeavouring to keep the area immediately behind the goal line clear of spectators and other obstructions.
 - 25.1.g. Understanding and respecting that a Field Umpire may overrule any decision made by the Goal Umpire.
 - 25.1.h. Understanding and respecting that Goal Umpires are not permitted to enter the playing surface during the game unless instructed to do so by the Field Umpire.
 - 25.1.i. Making fair, unbiased and consistent decisions.
 - 25.1.j. Understanding and respecting that Goal Umpires are not permitted to coach or communicate with players during play.
 - 25.1.k. Ensuring at the conclusion of the match, the scorecard is dated, signed and handed to the Field Umpire.
 - 25.1.l. Abiding by the **WAFC Code of Conduct** at all times.

- 25.2. Each team is required to supply a goal umpire with sufficient knowledge and competency to carry out all responsibilities of the position. This individual;
- 25.2.a. Should be an adult; and
 - 25.2.b. Cannot be an injured or rostered off player for that team.

26. BOUNDARY UMPIRES

- 26.1. Boundary Umpires are only required for Year 11/12 Male Competitions. Boundary Umpires are not required for any other WAFC Competition as they utilise the Last Possession Rule.
- 26.2. The Boundary Umpire role is responsible for umpiring the boundary of the field during general play, including (but not limited to):
- 26.2.a. Ensuring the match is conducted within the **Spirit of Junior Football**.
 - 26.2.b. Moving along the boundary of the field, keeping up with play and judging whether the ball is Out of Bounds or Out of Bounds on the Full and signalling to the Field Umpire when that has occurred by raising their arm above their head.
 - 26.2.c. Throwing the football back into play if it has gone Out of Bounds, when directed to do so by a Field Umpire.
 - 26.2.d. Understanding and respecting that a Field Umpire may overrule any decision made by the Boundary Umpire.
 - 26.2.e. Making fair, unbiased and consistent decisions.
 - 26.2.f. Understanding and respecting that Boundary Umpires are not permitted to coach players during play.
 - 26.2.g. Abiding by the **WAFC Code of Conduct** at all times.

27. TIMEKEEPER

- 27.1. The Timekeeper role is responsible for ensuring the accurate game and break times are adhered to, including (but not limited to);
- 27.1.a. Ensuring the match is conducted within the **Spirit of Junior Football**.
 - 27.1.b. Keeping time for each quarter of the match as outlined in **Section 33: Match Duration**.
 - 27.1.c. Indicating the start and end of each quarter to the Field Umpire via a siren or bell.
 - 27.1.d. Commencing the clock used for timing the match at the beginning of each quarter when the ball leaves the Umpire's hands in the act of throwing the ball up.
(The Field Umpire will signal they are ready for time to commence by raising the ball above their head.)
 - 27.1.e. Ensuring that once the clock has commenced during a qualifying round match, that the clock is not stopped or paused during the quarter.
 - 27.1.f. Abiding by the **WAFC Code of Conduct** at all times.

- 27.2. Each home team is required to supply a Timekeeper for each match. This individual can also act as an Independent Scorer for the match.

28. INTERCHANGE STEWARD

- 28.1. The Interchange Steward is responsible for tracking player game time during general play, including (but not limited to);
- 28.1.a. Ensuring the match is conducted within the **Spirit of Junior Football**.
 - 28.1.b. Monitor and keep an accurate record of game time of your team's Players throughout the match on the '[Rookie Me Play](#)' app.
In the event the app is unavailable, player rotations need to be kept manually on paper.
 - 28.1.c. Ensuring the Team's Coach is aware of player game times throughout the match to ensure all players receive a minimum of 60% game time.
 - 28.1.d. Ensuring players enter and exit the playing surface through the Interchange Area.
 - 28.1.e. Ensuring players do not prematurely enter the playing surface until their teammate has exited the Playing Surface.
 - 28.1.f. Ensuring the players and jumper numbers listed on the [Rookie Me Play](#) app accurately reflect the players taking part in the match.
 - 28.1.g. Ensuring at the conclusion of the match, that the match details are finalised and uploaded by connecting to a WIFI service.
 - 28.1.h. Abiding by the **WAFC Code of Conduct** at all times.
- 28.2. Each team is required to supply an Interchange Steward for each match.
- 28.3. The Interchange Steward is permitted to be in the Interchange Area and the Coaches Box.
- 28.4. In Youth Competitions only, the Interchange Steward is also permitted to act in an Assistant Coach role.

29. FIRST AID / MEDICAL OFFICER

- 29.1. The First Aid / Medical Officer is responsible for the prevention and prompt attention of injuries to players, including (but not limited to);
- 29.1.a. Ensuring the match is conducted within the **Spirit of Junior Football**.
 - 29.1.b. Ensuring their team has an adequately stocked and well maintained first aid kit prior to any match commencing.
 - 29.1.c. Ensuring they familiarise themselves with the location of the stretcher and emergency vehicle access points at the ground, prior to any match commencing.
 - 29.1.d. Monitor players during general play with regards to potential or occurrence of injuries.
 - 29.1.e. Ensuring the assessment of any injured players promptly and providing initial treatment.
 - 29.1.f. Liaise and coordinate with the Opposition Team's First Aid / Medical Officer to ensure timely and suitable first aid is delivered to all players, regardless of their team.

- 29.1.g. Ensuring any player with a concussion or suspected concussion does not return to play and is aware of the **WAFC Concussion Policy**.
 - 29.1.h. Ensuring that all injuries that occur in games are accurately assessed, recorded and documented.
 - 29.1.i. Abiding by the **WAFC Code of Conduct** at all times.
- 29.2. Each team is required to supply a First Aid / Medical Officer with appropriate qualifications for each match. The required qualifications are;

Recommended	Level 1 Sports Trainer or Level 2 Sports Trainer or Qualified Medical Professional
Minimum	First Aider or Qualified Medical Professional

For avoidance of doubt, the above terms have the following meaning;

- Level 1 Sports Trainer** a person who has completed a Level 1 Sports Trainer Course and first aid certificate (HLTAID011 Provide First Aid) which is current and up to date.
- Level 2 Sports Trainer** a person who has completed a Level 2 Sports Trainer Course and first aid certificate (HLTAID011 Provide First Aid) which is current and up to date.
- Qualified Medical Professional** a person who is a qualified doctor, paramedic, physiotherapist, osteopath, chiropractor, registered nurse or firefighter with current Emergency Management Competency and appropriate first aid competencies.
- First Aider** a person who has obtained a nationally accredited first aid certificate (HLTAID011 Provide First Aid) which is current and up-to-date.

- 29.3. Should a team fail to provide a qualified First Aid / Medical Officer, then the opposing team's suitably qualified First Aid / Medical Officer may assume control of injured players for both teams.
- 29.4. The First Aid / Medical Officer shall be clearly identifiable at all games, ensuring they wear the WAFC approved white vest with green cross.

30. WAFC CODE OF CONDUCT

The major objective of Junior and Youth Football is to provide an opportunity for all children to play Australian Football in a safe, positive environment designed to maximise the acquisition of skill and provide enjoyment. As a participant in junior football, your behaviour both on and off the field, reflects not only on yourself but also on your team, club and the sport as a whole. The WAFC Code of Conduct, if followed by all people involved in our game, should ensure the fulfilment of this important objective. Failing to do so may result in penalties being applied.

For avoidance of doubt, this Code of Conduct applies to all individuals involved, including Players, Officials, Volunteers, Umpires and Spectators.

SPIRIT OF JUNIOR FOOTBALL	
30.a	All participants must understand and adhere to BYLAW #1 'The Spirit of Junior Football'
FAIR PLAY	
30.b	Play by the rules and abide by the principles of fair play.
30.c	Accept both victory and defeat gracefully.
30.d	Players and Officials – shake hands with opponents, coaches and officials before and after each match.
30.e	Always consider the welfare and safety of all participants.
SHOW RESPECT	
30.f	Spectators – refrain from instructing, coaching or distracting players during the match.
30.g	Display and foster respect for all participants regardless of the match outcome.
30.h	Contribute to a safe sporting environment and respectful culture which is accepting of individual differences.
30.i	Support all efforts to remove verbal and physical abuse from sporting activities.
30.j	Demonstrate appropriate social behaviour by not swearing, criticising, sledging, using derogatory language or harassing any other participant.
30.k	Maintain open and respectful communication with all participants. Address concerns through proper channels.
30.l	Stay in control of your emotions, regardless of the situation. Avoid verbal or physical outbursts and do not engage in behaviour that can harm others emotionally, mentally or physically.
SUPPORTING UMPIRES	
30.m	Accept the decision made by umpires and officials, even if you disagree. Show respect by not arguing or challenging their decisions during or after matches.
30.n	Never abuse an umpire. Abuse is defined as any language, terminology or behaviour intended to insult, offend, intimidate, threaten or harm.
30.o	Never approach an umpire unless you are a person authorised to do so under this handbook.
30.p	Never publicly criticise an umpire – raise any concerns you have with your Team Manager or Club.

30.q	Respect the critical and very difficult role that umpires have in our game. Understand that umpires have different levels of skill and experience and do the best they can.
HANDLING DISPUTES	
30.r	In the event of a dispute or concern, do not engage in confrontations, arguments or physical altercations instead, address respectfully through appropriate channels (eg Team Manager or Club Officials).
ANTI DISCRIMINATION AND INCLUSION	
30.s	Treat all individuals with fairness and respect. Reject discrimination, bullying or harassment in any form and report any incident through appropriate channels.
LAWS, RULES, REGULATIONS, POLICIES AND BYLAWS	
30.t	Maintain a working knowledge of and adhering to all relevant AFL and WAFC laws, regulations, policies and by-laws.

31. GAME DAY VOLUNTEERS REQUIRED FOR MATCHES

JUNIOR COMPETITIONS (YEAR 3 to 6)	
Permitted in the Coaches Box: Coach Team Manager Runner First Aid / Medical Officer	Not Permitted in the Coaches Box: Interchange Steward Goal Umpire Independent Scorer / Timer (Home Team only)
YOUTH COMPETITIONS (YEAR 7 to 12)	
Permitted in the Coaches Box: Coach Team Manager Runner First Aid / Medical Officer Assistant Coach Interchange Steward / Second Assistant Coach <i>(dual role)</i>	Not Permitted in the Coaches Box: Goal Umpire Independent Scorer / Timer (Home Team only) Boundary Umpire (Year 11-12 Male Competition only)