



2012

Members' Reference Manual

“For God Through Sport”

Club Postal Address:

The Secretary
Sunnybank Saints Soccer Club Inc.
P O Box 187
Sunnybank Qld 4109

Club Website: www.sunnybanksaints.org.au

QCSA Website: www.qcsa.org.au

PLEASE READ THIS BOOKLET CAREFULLY

It contains most of the information you need to know for the 2012 season.

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MISSION STATEMENT

To demonstrate Christian values while participating in the sport of soccer.

To foster and encourage all players and to value good sportsmanship while striving to raise our standards.

CLUB CONTACT POINTS

WHEN YOU WANT TO KNOW	CONTACT PERSON	PHONE
Where are we playing & when?	YOUR TEAM MANAGER	
Is the field rained out?	CHECK THE SUNNYBANK WEBSITE if there is nothing listed – go to the designated field <i>unless</i> your team manager calls or you are notified by club email to say the match is cancelled.	
Advising the day's results? U5-U8 Results officer U9-Junior Colts Results Officer Senior Results Officer	Michelle Wiremu Chris Ashdown Tony Smith	0429 817 929 0422 568 112 0429 996 948
When are we on line marking roster?	YOUR TEAM MANAGER or the SSSC Website	
Other match day matters	Andrew Godbold	0416 184 977
Membership & player registration	Shan Smith(Juniors) Robert Lakie (Seniors)	0419 773 392 0414 489 258
Coaching needs	Corey James	0412 301 519
Junior referees	Corey James	0412 301 519
Equipment needs	Iain Mackay	0405 713 414
Social Events	Brian Glazebrook	0412 644 977
News, suggestions, complaints, and other matters not covered above	Andrew Godbold	0416 184 977
Grading issues-rain etc - check the website else contact person	Andrew Godbold	0416 184 977
When does official training start?	YOUR TEAM MANAGER	
Where are we training?	YOUR TEAM MANAGER	

PLEASE DO NOT MAKE DIRECT CONTACT WITH QCSA OR QCSRA, ALL CORRESPONDENCE/CONTACT IS TO BE DIRECTED THROUGH THE CLUB SECRETARY FOR LIASION WITH APPROPRIATE PERSONNEL.

CALENDER OF EVENTS FOR 2012	
January 2012	<ul style="list-style-type: none"> • Wednesday, 11 January 2012 Early-bird sign on discount finishes :: Sign on • Friday, 27 January 2012 6:00pm - 9:00pm Sign on evening session :: Sign on • Saturday, 28 January 2012 1:00pm - 4:00pm Sign on afternoon session :: Sign on
February 2012	<ul style="list-style-type: none"> • Sunday, 5 February 2012 7:00am – 1:00pm Lister Street - Working Bee :: Special Events • Monday, 6 February 2012 U10 :: Grading and Team Formation 5:00pm – 6:30pm U16 (all) & U18 Junior Men :: Grading and Team Formation 6:30pm • Tuesday, 7 February 2012 U11 :: Grading and Team Formation 5:00pm – 6:30pm U14 :: Grading and Team Formation 6:30pm – 8:00pm All Ladies & O30/O40 Mens :: Grading and Team Formation 6:30pm • Wednesday, 8 February 2012 U9 :: Grading and Team Formation 5:00pm – 6:30pm • Thursday, 9 February 2012 U12 & 13 :: Grading and Team Formation 5:00pm – 6:30pm All Senior Men :: Grading and Team Formation 6:30pm – 8:00pm • Saturday, 11 February 2012 9:00am – 12:00 noon U5 Team Formation :: Grading and Team Formation 9:00am U6 Team Formation :: Grading and Team Formation 10:00am U7 Team Formation :: Grading and Team Formation 11:00am U8 Team Formation :: Grading and Team Formation 12:00 noon • Thursday, 23 February 2012 7:30pm – 8:00pm Coach & Managers INFORMATION NIGHT :: Club Meetings
March 2012	<ul style="list-style-type: none"> • Monday, 5 March 2012 Training Officially Starts :: Administration Activities • Saturday, 10 March 2012 4:00pm – 9:00pm U5-U8 Carnival :: Special Competitions • Saturday, 17 March 2012 Referee Shield Competition-Senior Team Only :: Special Competitions • Thursday, 22 March 2012 7:30pm - 8:30pm CLUB GENERAL MEETING :: Club Meetings • Saturday, 24 March 2012 Referee Shield Competition-Senior Team Only :: Special Competitions • Saturday, 31 March 2012 Referee Shield Competition-Senior Team Only :: Special Competitions
April 2012	<ul style="list-style-type: none"> • Friday, 6 April 2012 Good Friday :: Public Holidays and other notable days • Saturday, 14 April 2012 Junior Round 1 :: QCSA Junior Rounds Senior Round 1 :: QCSA Senior Rounds • Saturday, 21 April 2012 Junior Round 2 :: QCSA Junior Rounds Senior Round 2 :: QCSA Senior Rounds • Wednesday, 25 April 2012 Anzac Day :: Public Holidays and other notable days • Thursday, 26 April 2012 7:30pm - 8:30pm CLUB GENERAL MEETING :: Club Meetings • Saturday, 28 April 2012

	<p>Junior Round 3 :: QCSA Junior Rounds Senior Round 3 :: QCSA Senior Rounds</p>
May 2012	<ul style="list-style-type: none"> • Saturday, 5 May 2012 Junior Round 4 :: QCSA Junior Rounds Senior Round 4 :: QCSA Senior Rounds • Monday, 07 May 2012 Labour Day :: Public Holidays and other notable days South East Zone Muster Day :: Special Competitions • Saturday, 12 May 2012 Junior Round 5 :: QCSA Junior Rounds Senior Round 5 :: QCSA Senior Rounds • Saturday, 19 May 2012 Junior Round 6 :: QCSA Junior Rounds Senior Round 6 :: QCSA Senior Rounds • Thursday, 24 May 2012 7:30pm - 8:30pm CLUB GENERAL MEETING :: Club Meetings • Saturday, 26 May 2012 Junior Round 7 :: QCSA Junior Rounds Senior Round 7 :: QCSA Senior Rounds • Saturday, 26 May 2012 7:00pm – 10:00pm Trivia Night :: Special Event
June 2012	<ul style="list-style-type: none"> • Saturday, 2 June 2012 Junior Round 8 :: QCSA Junior Rounds Senior Round 8 :: QCSA Senior Rounds • Saturday, 9 June 2012 State Titles Soccer - U10 to Senior Players :: Special Competitions • Monday, 11 June 2012 Queens Birthday :: Public Holidays and other notable days • Monday, 11 June 2012 State Titles Soccer - U10 to Senior Players :: Special Competitions • Saturday, 16 June 2012 Junior Round 9 :: QCSA Junior Rounds Senior Round 9 :: QCSA Senior Rounds • Thursday, 21 June 2012 7:30pm - 8:30pm CLUB GENERAL MEETING :: Club Meetings • Saturday, 23 June 2012 Junior Round 10 :: QCSA Junior Rounds Senior Round 10 :: QCSA Senior Rounds

July 2012	<ul style="list-style-type: none"> • Saturday, 7 July 2012 (No Junior Round) Senior Round 11 :: QCSA Senior Rounds • Saturday, 14 July 2012 Junior Round 12 :: QCSA Junior Rounds Senior Round 12 :: QCSA Senior Rounds • Saturday, 21 July 2012 Junior Round 13 :: QCSA Junior Rounds Senior Round 13 :: QCSA Senior Rounds • Thursday, 26 July 2012 7:30pm - 8:30pm CLUB GENERAL MEETING :: Club Meetings • Saturday, 28 July 2012 Junior Round 14 :: QCSA Junior Rounds Senior Round 14 :: QCSA Senior Rounds
August 2012	<ul style="list-style-type: none"> • Saturday, 4 August 2012 Junior Round 15 :: QCSA Junior Rounds Senior Round 15 :: QCSA Senior Rounds • Saturday, 11 August 2012 Junior Round 16 :: QCSA Junior Rounds Senior Round 16 :: QCSA Senior Rounds • Wednesday, 15 August 2012 Brisbane Show Holiday :: Public Holidays and other notable days • Saturday, 18 August 2012 Junior Round 17 :: QCSA Junior Rounds Senior Round 17 :: QCSA Senior Rounds • Thursday, 23 August 2012 7:30pm - 8:30pm CLUB GENERAL MEETING :: Club Meetings • Saturday, 25 August 2012 Round 18- Finals 1 :: Finals • Saturday, 25 August 2012 U5-U8 Carnival :: Special Competitions
September 2012	<ul style="list-style-type: none"> • Saturday, 1 September 2012 Finals 2 :: Finals • Wednesday, 5 September 2012 Seniors Trophy Presentation :: Special Event • Wednesday, 5 September 2012 6:30pm – 11:00pm Senior Dinner U18-O40 :: Administration Activities • Saturday, 8 September 2012 Finals 3 :: Finals • Sunday, 9 September 2012 12:00 noon – 5:00pm Junior Teams Break Up (U5-U16) :: Administration Activities • Saturday, 15 September 2012 Finals 4 :: Finals
October 2012	<ul style="list-style-type: none"> • Monday, 1 October 2012 Queens Birthday :: Public Holidays and other notable days • Thursday, 25 October 2012 7:30pm - 8:30pm ANNUAL GENERAL MEETING :: Club Meetings

CLUB ADMINISTRATION - Management Committee in 2012

Name	Position	Email	Phone
Andrew Godbold	President	president@sunnybanksaints.org.au	0416 184 977
Vacant	Vice President	vicepresident@sunnybanksaints.org.au	
Adam Black	Treasurer	treasurer@sunnybanksaints.org.au	0423 842 314
Shan Smith	Registrar	registrar@sunnybanksaints.org.au	0419 773 392
Robert Lakie	Senior Registrar	seniorregistrar@sunnybankswimclub.org.au	0414 489 258
Shendelle James	Secretary	secretary@sunnybanksaints.org.au	0422 773 470
Siobhan Richardson	Minutes Secretary	minutes@sunnybanksaints.org.au	0410 612 443
Terry Crimston Steve Hogan	Club Development Officer	cdo@sunnybanksaints.org.au	0408 982 459 0410 411940
Iain Mackay	Equipment Officer	equipmentofficer@sunnybanksaints.org.au	0405 713 414
Corey James	Director of Coaching	coachingcoordinator@sunnybanksaints.org.au	0412 301 519
Michelle Wiremu	Awards Coordinator	awards@sunnybanksaints.org.au	0429 817 929
Geoff McCracken	Calamvale Field Marking Coordinator	fieldmarking@sunnybanksaints.org.au	0411 692 090
Tom Minge	Lister St Field Marking Coordinator	fieldmarking@sunnybanksaints.org.au	0411 212038
Corey James	Junior Referees Coordinator	jnrreferees@sunnybanksaints.org.au	0412 301 519
Brian Glazebrook	Social Events Coordinators	socialevents@sunnybanksaints.org.au	0412 644 977
Paul Egan	Under 5-8 Coordinator	u5u8coordinator@sunnybanksaints.org.au	0412 840738
Norma Laccunes Simonna Godbold Mary Sweet	Canteen Coordinators	canteen@sunnybanksaints.org.au	0414 331 533
Michelle Wiremu	Results Officer U5 - U8	u5u8results@sunnybanksaints.org.au	0429 817 929
Chris Ashdown	Results Officer U9 - Junior Men	u9jmresults@sunnybanksaints.org.au	0422 568 112
Tony Smith	Senior Teams Results Officer	seniorresults@sunnybanksaints.org.au	0429 996948
TBA - vacant	SSSC Representative to QCSA	ssscrepqcsa@sunnybanksaints.org.au	
Don Ashdown	Webmaster	webmaster@sunnybanksaints.org.au	0419 651772
Rob Corta	South East Zone Coordinator	southeastzone@sunnybanksaints.org.au	0413 921647

CLUB HISTORY

The Club started in 1978 as a sporting body of St. Barnabas Anglican Church. We fielded 51 teams last year to make us one of the largest clubs in the Qld Christian Soccer Association.

CLUB GENERAL MEETINGS

The club meets monthly (usually at 7.30 pm on the third Thursday of each month at the St Barnabas Church Hall). All parents are welcome and it is expected that every team be represented at the monthly meeting by the manager or coach.

LINE MARKING

The fields need to be marked each week by the club at 6.30 am on Saturday morning. Each family will be rostered to do the line marking at either Lister Street or Calamvale Community College at least once a season.

REFUNDS

Please refer to the “Refund of Registration Payments” policy in this manual.

PLAYERS’ KIT

The club lends each team a set of jerseys, which must be returned in good condition by the Team Manager at the end of the season. Players are individually responsible for the rest of their kit, which consists of club royal blue shorts, club yellow and blue socks, shin-pads and boots. Club shorts and socks may be purchased through the Equipment Officer.

TRAINING

In 2012 training is at the Lister St Field or Calamvale Community College, although teams are free to train elsewhere, however they need to contact either the President or Club Secretary in writing of their intentions to do so and with relevant details. In particular, U5, U6, U7 and U8 teams are encouraged to train at their local school if permitted by the school. Teams will be required to submit their preferences for location and times at Team Formation/Grading. Coaches will be advised at the Coach and Manager night the final allocation. It is difficult to accommodate all requests, however every effort is made to ensure families needs can be met.

NB Players must wear shin pads and boots at training. Metal studs are discouraged.

PARENTS’ BEHAVIOUR AT MATCHES

Parents are expected to encourage children both in their efforts to play the game and to play fairly. Ridiculing children for errors or losing a game is not acceptable. **A copy of the Active Australia Code of Behaviour is available on the QCSA website. Our club motto is “For God Through Sport”.**

TEAM PHOTOGRAPHS

Team photographs are taken during the season. One photo is included in each individual player registration. Extra photos may be ordered and paid for separately if required. Arrangements must be made direct with the photographer as the Club is not responsible for any additional extra photographs.

QCSA COMPETITIONS

Premiership & Championship – Teams are awarded competition points for each weekly game (3 points for a win and 1 for a draw) and the team with the most points at the end of the general season wins the Premiership. The four highest scoring teams in each premiership competition compete for the Championship at the end of the season.

State Titles – Sunnybank Saints is a member of the South East Zone and representative teams from each Zone within the QCSA, Sunshine Coast Christian Soccer Association and Baptist Football Queensland compete in the State Titles competition which is held over the June long weekend. Players wishing to try out for the State Titles team will be advised of details as they become available. Further information can be located on the QCSA Website.

TROPHIES & AWARDS

During the season, if available, “McDonald’s, KFC, and Brodies Awards” or awards from other sponsors, are handed out to the players at the discretion of the Coach and Manager as encouragement awards. Sunnybank Saints Soccer Club also provide an additional weekly encouragement award food voucher, which is redeemable at the Club canteen at the discretion of team officials.

Each member of a winning or runner-up team (Under 9 to All Age) in either the Premiership, Championship, or Pennant Race competitions receives a medallion from the QCSA.

All club trophies are awarded to Junior teams (U5 to Junior Colts) at a break-up day at the end of the season, and usually takes the format of a family picnic lunch with games and rides for the children. A separate formal dinner is conducted for senior teams.

PENALTIES and FINES

The QCSA levies fines on players and teams for inappropriate behaviour, such as bad language and roughhouse behaviour. Teams are also fined for failure to lodge match results on time or for failing to give at least 48 hours notice of intention to forfeit. Fines are also levied for incorrectly completed match cards. All correspondence regarding penalties, fines and discipline from QCSA are sent to the Club Secretary who will forward onto team officials for action.

NB Such fines are the responsibility of the team or players concerned, not of the Club. Players or teams that fail to pay their fines will be suspended from the competition by the QCSA.

UNPLAYABLE FIELDS

If a field is unplayable, the QCSA will contact the Club's Secretary. The Club Secretary or President will contact your team coach or manager via the club website mailing list or telephone. Refer to the club website for regular updates on game day". Please contact your team officials for notification, **do not** contact committee as channels of communication need to be kept free for updates from QCSA and other clubs. If you hear nothing, it does not matter how heavily it may be raining, your team must report to the designated field or you will forfeit the match. The decision as to whether the field is playable then becomes the referee's.

COACHES & MANAGERS

Each team requires a coach and manager and they are usually drawn from the children's parents. Coaches and managers must at least 18 years old.

Nomination forms for Coach or Manager positions will be available at sign-on, during team grading, team formation nights and are also available on our website. All nominations will require endorsement by the Club Committee.

Prior experience is not necessary. A surprising number of coaches and managers have never played soccer, yet the children have fun and the teams are successful. In fact, the club's first life member, Mr Brian Glazebrook, coached with great success at Sunnybank for almost twenty years without having played a game himself! He still coaches.

However, coaches are not without support from the club. Comprehensive coaching manuals, CDs and books are available from the Director of Coaching, and these have an abundance of exercises to give the children to help them build their skills. In addition, the QCSA runs courses for coaches and the Club will meet the registration costs for parents who wish to attend such courses provided they are coaching a team for the season.

Managers' duties for teams U9 and upwards are comparatively simple:

- a) Ensure that parents are kept informed of news from the club;
- b) Often the club's delegated official at the match (i.e. wear the high visibility official's vest supplied with the team kit);
- c) Ensure match cards are filled out and ID cards are presented at the match. If a player is borrowed from another team, their details must be noted on the match card.
- d) Lodge home-game match results in the results box at Lister St and text/phone/email away-game results.
- e) At home matches, the manager should introduce themselves to the Referee and the Visiting Team, and provide a completed match card to the visiting team **at least 15 minutes** before the start of the game.
- f) Check the opposing team's ID cards to ensure that players match their cards and that no unregistered substitutes have been made. (If the manager is not satisfied with the identity of a player, s/he may request two signatures by the player on the back of the

Match Card. If s/he is still not satisfied, s/he may request, on the back of the Match Card, a Registrar's check.)

- g) Supervise a roster for laundering of the jerseys;

Please Note: The jerseys are Club property and must be laundered as a complete set for uniform wear. They must not be worn to or from games and must be kept in the Coach or Managers possession except when being laundered.

- h) Assist the coach at the match;
- i) Ensure that spectators and players stay behind the one-metre side-line; and;
- j) If they are the last home team playing on the field, ensure that nets are taken down.

For QCSA purposes there are 4 match officials and in some cases the same person can be 2 different officials. Each of the 4 have very distinct and different duties in ensuring matches run properly without conflict. We'll look at each one individually, but the 4 concerned are:

1. Coach.
2. Vested (or Armband) Official.
3. Signature (or team) Official.
4. Team Captain (for Senior's only).

1. Coach

1. The coach is the person that runs the team and for these purposes we are only really concerned with junior teams.
2. The coach can also be the Signature Official, **but can never be the Vested Official.**
3. The coach's job (apart from any club duties) is purely concerned with the welfare, actions and behaviour of the players on the field and interchange bench. Keeping the players under control and ensuring they follow the correct behaviour and attitudes at all times.
4. They are never to enter the field of play without the referee's permission.
5. Coaches must stay at least one (1) meter away from the field of play to allow the linesman space to perform their duties.
6. Coaches must also stay in an area known as the Technical Area to be defined by an area 3m x 2m marked behind the Spectator Line (refer to Field Requirements) either side of the half-way line.

2. Vested Official

1. The Vested Official must walk onto the field with your team, at the start of the game, so the referee knows who you are.
2. If the game referee does not wish for you to escort them on and off the field, please continue to do so by walking on with them and team officials are advised by the Club to contact in writing the Club Secretary of the details of the game

ie. Date, Venue, Time, Teams scheduled for follow up with the QCSA and QCSRA.

3. All age group teams, a Vested Official is required.
4. QCSA prefers orange, but other fluro colours are acceptable and are provided in team kit.
5. The Vested Official is the person who controls the crowd / spectators. Often it is the manager of the team.
6. This person can also be the Signature Official, but can never be the coach.
7. They cannot be involved in any running of the team, i.e., interchanges or positional changes.
8. They are required to add their name and sign the match card to indicate who they are to the QCSA so QCSA can contact as required.
9. They are to observe the game from where the majority of the spectators are. Not on their own on the other side of the field, and definitely not from the coaches / interchange boxes. If the referee has an off field problem, this is the person they will speak to, to sort it out.
10. When off field problems, such as referee abuse, smoking in wrong areas, alcohol, or other issues are present, it is this person's responsibility to stop it.
11. A Vested Official is required to control all spectators (not just their own). It is helpful though, if any problems need to be dealt with, for the Vested Officials to deal with it together.
12. Vested Officials must be at least 18 years old, since obviously a 12 year old can hardly be expected to do the above. Likewise a 95 year old would be unable to fulfill the duties.
13. The Vested Official must never enter the field of play without the referee's consent and ensure that no spectators do either.

QCSA suggests that teams have a parent / person that is prepared to do it most weeks, so they are aware of the responsibility (and perhaps a back up for when the original person is way).

EVERY GAME MUST HAVE A VESTED OFFICIAL PRESENT FROM BOTH TEAMS. Teams can be fined and have a loss of points for non-compliance.

As you can see from above, it is a very important position and the person / people chosen to fulfill this task must be appropriate. It is as important (if not more so) as the person chosen to coach each team. Managers / coaches must ensure that they are very careful about the people they ask to do this position.

For Senior Teams, we do recognise that a lot of teams have just the players and no spectators. In these cases, the Vested Official may be one of the players. That person must still sign the match card and do all the duties as outlined above. If there are any spectators with your team, then this is not allowed.

3. Signature (Team) Official

1. Usually performed by the Manager.
2. Signature Official is a very simple task.
3. They need to sign the top of the Match Card to indicate to QCSA who they are and to declare that all the players listed below are the correct name and eligible to play in this game – please don't sign unless you are sure they are eligible as it could constitute signing a false document if you are aware that a player is not eligible and punishment could be severe.
4. They also need to sign the bottom of the card under the opposition to indicate whether they are satisfied or not with the eligibility of the opposition players. If you are not sure, please sign, but ensure you circle the word **NO**, and if need be, write a summation of why you are not satisfied on the back of the Match Card.
5. The Signature Official can also be the Coach, or the Vested Official, or the Captain.

4. Captain (Senior Teams Only)

1. While Junior Teams will also have a captain, these duties are concerned with
2. Senior Teams only (Senior Men, Over 30's/40's & Senior Women).
3. Every Senior Team (U17/18's, SM, SW, >30's/40's) must have a Captain's Armband worn by the Captain on the field.
4. U15/16's are not required to have one, but QCSA suggests they do, for the experience before entering Senior Competition.
5. The person wearing the Armband needs to be responsible and have the ability to keep the team under control. People fronting discipline and being sent off while wearing the Armband, will be dealt with more harshly as they are to be held to higher standards.
6. The Armband can be worn by anyone on the field, provided it remains on the field at all times. If the wearer leaves the field through interchange or injury, it is to be given to another player who is on the field.
7. Should any problems arise on the field, this is the person the referee will speak to, who must then put the referee's request into action and inform the rest of the team.

Note that the armband does not give the wearer any right to question or dispute referee or assistant decisions. In most circumstances, if the captain asks a question in the appropriate manner and appropriate time, they will receive an answer.

IF THERE IS NO OFFICIAL REFEREE

What if a ref doesn't turn up?

While in an ideal world a ref at every game would be great, it doesn't happen. If a match is unlikely to have a referee, an email will be sent to the club on Thursday evening informing them. That gives them a chance to make alternate arrangements. Sometimes, through injury, car trouble, etc even though a ref is supposed to be there, they aren't.

If a referee fails to attend – the match **MUST** be played. You can't decide to go home and play another time. Both or one team may be penalised with an extra point penalty. More emphasis is placed on the home team to find someone as they probably have more options available to them, than the away team does (such as games before and after, someone close). But in saying that, if the away team does have someone who can do it, we are sure the home team won't mind.

Both teams need to agree with the choice of referee and sign on the match card to indicate their agreement before the match starts (see the section on match cards for an example). That person **MUST** do the entire game, not do a half each etc. The match must also be played under the QCSA rules. i.e., don't lengthen the halves, or let teams have 2 goalkeepers each.

The match card is given to the referee as per usual who keeps it for the match. After the match he or she fills in the bits required, including any discipline cards and player of the year points. Once the score is written on the front, both teams initial to indicate they agree with the score.

The card is then given to the manager of the winning team (or home team in a draw) who gets it posted to the QCSA Match Card Officer on the Sunday (QCSA Match Card Officer, PO Box 246, Goodna QLD 4300).

FORFEITING OF MATCHES

Any team that forfeits a match must advise the Club Secretary of their intention no **later than 9am on the Wednesday before the match.** Otherwise the team will be responsible for referees' fees for both their own team and the opposing team as well as any penalty levied by the QCSA.

Any team refusing or failing to play the team, which it has drawn, within five (5) minutes of the time allocated to it, shall be adjudged to have forfeited the match. To be able to present itself for play, a team must: (a) be properly dressed for play, (b) have match cards completed, (c) be able to present all identification cards to the referee, (d) be able to field at least seven (7) players.

PLAYER ISSUES

TIME ON THE FIELD

The Club's convention is that all junior players spend roughly equal amounts of time on the field and should participate in both halves of the game. The main exception involves tight games towards the end of the season when winning or losing is likely to make the difference between proceeding to the finals or dropping out of the competition.

However, this convention should be tempered by the players' attendance at, and behaviour during training. Players with poor attendance or poor application at training should expect to warm the bench more than their team mates.

ID CARDS/RPL LIST

Players may not play without being listed on the RPL list. All players, except U5, U6, U7 and U8, have photographic ID taken. U8 players wishing to play in U9 games must upgrade to a photograph. Your photo is sent to the QCSA in batches (weekly) and it is then added to the RPL (Recognised Player Lists) and if you are not listed on this, then **YOU CANNOT PLAY**. **IF YOU PLAY** your team may be fined and forfeit and points should you win. The weekly cut off is Wednesday 12 midday and if the QCSA do not have the photo, then you will not be listed to play for that weekend.

TEAM FORMATION & PLAYER GRADING

U5, U6, U7, U8 and U9s are ungraded and may play in friendship groups. All other players (U11 and up) are graded and assigned to a team at an appropriate level of competition.

From U11 upward, teams are graded in accordance with our Grading Policy.

PLAYING UP and PLAYING DOWN

The QCSA rules allow a limited number of players to be assigned to a team in either a lower or higher age range. Preference to playing down into a lower age group will be decided upon by the Committee giving preference to medical conditions and secondly to continuing players. Please refer to the "Player Registration" policy in this manual.

BORROWING PLAYERS

Teams that are temporarily short of players (e.g. through illness, etc.) can borrow players, subject to four important considerations:

- (a) A substitute may be used in a team no more than two (2) years above the lowest age group in which s/he is eligible to be registered. For example, a player eligible to play in U9 but registered in an Under 10 team can fill in for U11 but no higher.

- (b) No junior player can play more than four games in a higher age range during the season. On playing the fifth game, the player automatically becomes registered in the higher age range and can no longer play for the original team!! (Merely being on the match card is sufficient. The player need not take the field to be deemed to have played.) Seniors players can only play 6 games. On the 7th game they then belong to that team and can no longer play for their original team.
- (c) **No player should be “borrowed” without the consent of his or her coach** and they should not be asked to play before their own match.
- (d) Players from higher age groups or divisions cannot be used as substitutes in lower age groups or divisions.
- (e) The QCSA Club procedure Manual contains specific information for Senior Teams in relation to borrowing of players. Read this information to avoid any loss of your team points.

FIELDING AN INAPPROPRIATE PLAYER

Any team that fields a player who is either not properly registered or who is ineligible to play in that age range will forfeit any points or goals obtained but will retain any goals scored against them.

CODE OF BEHAVIOUR

The Club's Committee is determined to maintain a high standard of behaviour and ethics by all Sunnybank registered players. Whilst they are representing the Club, all players must comply with the following principles of behaviour at all times:

1. Respect the rights, dignity and worth of fellow players, coaches, officials and spectators;
2. Abide by the rules of the game and respect the decision of the referee or linesperson;
3. Maintain high standards of personal behaviour consistent with membership of a Christian Club.

The club has in place a management program to lead and direct appropriate player behaviour, but all players remain personally accountable and responsible for their own actions.

The following behaviours could lead to Executive Committee intervention, with short-term or long-term disqualification of player's registration being an option, independent of disciplinary action by the QCSA Discipline Committee:

- Dangerous play
- Offensive language on or off the field
- Disrespect for referees or linespersons, opposition team or officials, your own team members or coach
- Offensive behaviour in the vicinity of the field, prior to, during or after a match, or training session

IMPORTANT POINTS ABOUT THE RULES OF SOCCER

OFF-SIDE RULE

U9 and above must keep “on side”. A player is offside if he or she is nearer than the ball to the opponent’s goal line unless two opponents are nearer to the goal line than the player. A player cannot be offside in their own half or when receiving a ball direct from either a throw-in or a corner kick.

THROW-Ins

Players taking a throw-in must have both feet on the ground at the time the ball leaves their hands, both feet should be on or behind the line, and the ball must be thrown with both hands from behind and over the head.

BALL OUT OF PLAY

The ball must pass entirely over the line to be out of play.

COACHING FROM THE SIDELINES

Provided they stay out of the way of the sideline referees, coaching from the full length of the sideline by both coaches and managers of U10 and younger teams is expressly permitted by the by-laws of the QCSA. The relevant section states:

“20 (1) Managers and/or coaches of teams in age groups up to and including Under 10 shall be entitled to give coaching instructions from the spectator line along the length of the field. Under 11 and 12 managers and or coaches shall be entitled to give coaching from the interchange area, behind the spectator line only. Under 13 and above managers and/or coaches must remain in the interchange area behind the spectator line but are not allowed to coach from the sidelines.

INTERCHANGE

All interchanges must take place within the marked interchange zone, one metre either side of the half way line. A player shall enter the field only from the interchange zone and only after the player leaving the field has passed completely over the side line. Players leaving and entering the field must be ready to cross the side line immediately at an appropriate stoppage of play, and when signalled to do so by the referee. Referees must add on time for time they consider has been lost through substitutions. Failure to comply with interchange regulations, will result in a penalty of a card been issued to the appropriate player or team captain.

DISAGREEMENT WITH REFEREES

Most referees are conscientious individuals who do their best under sometimes difficult circumstances. If you feel that a particular referee has been unfair or biased or incompetent, the best thing to do is to advise the Club's executive of the referee's name and match details, and, if we detect a pattern in behaviour with a particular referee, we will take the matter up with the referee's association. Please contact the Club Secretary in writing for any feedback regarding the QCSRA referees, do not attempt to make contact direct.

VARIATIONS FOR THE DIFFERENT AGES

Age Group	Duration	Half-time	Ball Size	Corner Kick
U5	15min x 15min	5 min	No. 3	5 yards from penalty box
U6	15min x 15min	5 min	No. 3	5 yards from penalty box
U/7	20min x 20min	5 min	No. 3	5 yards from penalty area
U/8	20min x 20min	5 min	No. 3	5 yards from penalty area
U/9	20min x 20min	5 min	No. 4	5 yards from penalty area
U/10	25min x 25min	5 min	No. 4	5 yards from penalty area
U/11	25min x 25min	5 min	No. 4	5 yards from penalty area
U/12	25min x 25min	5 min	No. 4	Corner Flag
U/13	30min x 30min	10 min	No. 4	Corner Flag
U/14	30min x 30min	10 min	No. 5	Corner Flag
U/16	35min x 35min	10 min	No. 5	Corner Flag
Junior Colts	40min x 40min	10 min	No. 5	Corner Flag
Men	45min x 45min	10 min	No. 5	Corner Flag
Ladies	35min x 35min	10 min	No. 5	Corner Flag
> 30 Ladies	30min x 30min	10 min	No.5	Corner Flag
> 30 Men	45min x 45min	10 min	No.5	Corner Flag
> 40 Men	30min x 30min	10 min	No.5	Corner Flag

SPECIAL POINTS FOR U5, U6, U7 and U8

RULES FOR U5-U8

U5, U6, U7 and U8 play a simplified form of soccer with few rules. Some of the more important rules to be aware of are:

- (a) Under 5 & Under 6 - the coach (or other adult) is permitted to run on the field with the children to provide encouragement and direction;
- (b) Under 7 & Under 8 – we encourage coaches and team officials to provide support to players from the sideline in preparation for their transition to playing on full field where team officials are required to stand inside the appointed “technical area”;
- (c) Direct free kicks at goal are never awarded;
- (d) There is no off-side rule;
- (e) A goal cannot be scored if, at the moment that the ball leaves the attacking player’s foot, any part of the attacking player is inside the goal circle;
- (f) Players are given a second chance if they foul their first attempt at throwing the ball in; if their second attempt is also fouled, the ball passes to the opposing team. (A fouled attempt is one in which the ball is either not thrown from behind the head, is thrown with one or both feet over the side-line, or if either or both feet are off the ground at the moment of delivery);
- (g) Only the goalie is allowed in the goal area, except when a defending player takes a goal kick or a free kick;
- (h) Whenever a kick is taken, all players must be at least 5 metres from the ball.

There are no sheep stations to be won at the end of the match. Remember our referees are learning, our players are learning. If you have a problem then please KEEP IT TO YOURSELF and contact the relevant COMMITTEE MEMBER.

Games are refereed by our inhouse junior referee’s program under the direction of the Junior Referee’s Co-ordinator and any feedback is welcome. Please support our Junior Referee’s, they do a great job and are an asset to our club.

THE CONSTITUTION (RULES) OF THE SUNNYBANK SAINTS SOCCER CLUB

PLAIN ENGLISH SUMMARY (complete version available upon request)

The Sunnybank Saints Soccer Club Inc. was incorporated in Queensland under the Associations Incorporation Act of 1981 on the eighteenth day of February 1988 (certificate of incorporation no 3855). The following is a plain English summary that presents all the essential features of the club's rules.

THE CLUB

The Sunnybank Saint Soccer Club is an incorporated associations affiliated with "The Queensland Churches Soccer Association" (Q.C.S.A.). Its objects are to encourage sportsmanship in amateur soccer, to provide inexpensive access to soccer, to improve members' soccer skills, to organise practice matches, to field teams in Q.C.S.A. fixtures, and to encourage participation in St Barnabas Anglican Church.

THE POWERS

The financial powers of the club allow it to do practically anything that is legal, including borrowing money from members and others (but not at rates above prevailing commercial rates). However, the association may never distribute its assets or income to its members, except to reimburse out-of-pocket expenses, repay loans, pay interest on money borrowed, pay rent, or pay wages.

MEMBERSHIP

There are five classes of membership: player, non-player (associate), honorary, life, and corporate. "Player" members are all players over the age of four years. However, voting rights of players under the age of 18 years are vested in their parents or guardians who become defacto non-player members. As of January 2011, the club had no non-player members, no corporate members, no honorary members, and five life members (Mr Brian Glazebrook, Mr Evan Damke, Mr Richard Eldred, Terry Crimston and Maria Feige). There is no limit to the number of members but all members must be proposed in writing by one member of the club and seconded by another member. Members can determine membership fees at any general meeting. Management Committee decides how and when fees are paid.

ADMISSION AND REJECTION OF MEMBERS

The Management Committee decides by simple majority whether or not to accept applications for membership and the secretary sends the decision to the member. Members may resign at any time by writing to the secretary. The Management Committee keeps a Register of the names and particulars of all members and any member may inspect it upon written application to be considered by the committee. The committee has a duty to ensure that prior to the release of any information, that the information being released will not be misused.

TERMINATION OF MEMBERSHIP

Membership may be terminated by the management committee if a member is convicted of an indictable offence, fails to comply with the club's rules; is more than two months in arrears; **or brings the club into disrepute**. People can appeal a termination or membership rejection at a general meeting of the club where both sides may put their case and the appeal is put to the vote. The appeal must be requested within thirty days and the general meeting must be convened within ninety days of the request.

MEMBERSHIP OF MANAGEMENT COMMITTEE

The Management Committee consists of the President, Vice-President, Secretary, Treasurer and other people appointed from time to time by a general meeting. One member must be elected from a panel of names nominated by St Barnabas Anglican Church should the church provide nominations. The Management Committee has general control of the affairs, property and funds of the club, and authority to interpret the constitution and any matter relating to the club on which the constitution is silent.

The management committee retires at each annual general meeting, but each member is eligible for re-election. Each member must be nominated in writing by two others and the nomination given to the secretary at least 14 days prior to the AGM. The secretary must publish all nominations at least 7 days before the AGM. Nominations may be taken from the floor of the meeting only if there are no nominations duly lodged with the secretary. Elections shall be by secret ballot with the candidates listed in alphabetical order.

Any member of the Management Committee may resign from the committee at any time by giving notice in writing to the secretary. A member of the Management Committee may be removed from office at a general meeting of the Association by the vote of the members present at that meeting.

The Management Committee can appoint any member of the club to fill any casual vacancy on the Management Committee until the next AGM, but need not fill any vacancy provided the committee still has a quorum. If the committee falls below a quorum, it may no longer act as an executive and may do nothing other than to call a meeting to restore the quorum. (A quorum is half the total number of committee positions plus one.)

MEETINGS OF MANAGEMENT COMMITTEE

The Management Committee must meet at least once every calendar month. Decisions are decided by a majority of votes with tied votes being decided in the negative. Members may not vote on contracts in which they have an interest. Special meetings of the management committee may be called by one third of the committee, who must state the business to be considered. The secretary must give 14 days' notice of special meetings. At meetings of the management committee (and general meetings), the Club President shall preside as Chairman. In the President's absence, the Vice-President presides, and, in the absence of the Vice-President, the members present choose the chairman. If a quorum is not achieved within 30 mins of the starting time, special

meetings of the management committee lapse and other meetings are adjourned. The meeting will lapse if a quorum is not gained at the adjourned meeting.

SUB-COMMITTEES

The Management Committee can delegate any of its powers to a sub-committee of club members chosen by the Management Committee. Tied votes in the sub-committee are decided in the negative. If it subsequently discovered that the appointment of any member of the management committee or any sub-committee is invalid or in any way defective, it shall, in no way, invalidate the decisions or actions of the management committee or sub-committee. A resolution in writing signed by all current members of the Management Committee is as valid as if it had been passed at a duly convened meeting of the Management Committee. (The members may sign different copies of the same resolution.)

ANNUAL GENERAL MEETING

The Club's financial year ends on 30 September. The Club's Constitution requires the Annual General Meeting (AGM) to be held within three months of that date. The business of the AGM will include receipt of Management Committee reports; receipt of the financial report; receipt of the auditor's report; election of members of the Management Committee; and the appointment of an auditor.

SPECIAL GENERAL MEETINGS

The secretary shall convene a special general meeting with at least fourteen days' notice on the written request of at least one-third of the Management Committee, or on the written request of ordinary members (the minimum number to make the request must be twice the number of members on the Management Committee plus one), or to hear an appeal against the decision of the Management Committee over membership (written notice must be given to the membership).

QUORUM FOR GENERAL MEETING

At any general meeting, a quorum shall be seven members of which at least three must be current members of the Club's Management Committee. In the absence of a quorum, requisitioned meetings lapse and other meetings stand adjourned to a time and place decided by management committee.

A quorum is not required for the adjourned meeting. Meetings that have a quorum may, with the quorum's consent, be adjourned, but no new business may be considered at the adjourned meeting.

PROCEDURE FOR CONDUCT OF GENERAL MEETINGS

Every question, matter or resolution shall be decided by a majority of votes of the financial members present, each of whom is entitled to one vote. At general meetings, the chairman has a casting vote. Voting shall be by show of hands or a division of members, unless at least one-fifth of the members present demand a secret ballot.

The Secretary must keep full and accurate minutes of all questions, matters, resolutions and other proceedings of every Management Committee meeting and general meeting and the meeting's chairman must sign those minutes. The minutes must be available to members to inspect.

BY-LAWS

The Management Committee can make, amend or repeal by-laws to manage the club, provided they do not conflict with the constitution. A general meeting may set any by-law aside.

ALTERATION OF RULES

Subject to the provisions of the Associations Incorporation Act 1981, the Rules of the constitution may be altered by a special resolution carried at any general meeting. However, no such alteration shall be valid until the Under Secretary of the Department of Justice, Brisbane, approves it.

COMMON SEAL

The Management Committee shall keep the Common Seal in safe custody. Whenever the Common Seal is used, it must be signed and countersigned by two members of the Management Committee.

FUNDS AND ACCOUNTS

All moneys must be banked in the name of the club as soon as practicable. All cheques must be signed by any two of the president, secretary, treasurer or other member authorised by the Management Committee. All expenditure must be approved or ratified at a Management Committee meeting, unless otherwise approved by the Finance Committee.

DISTRIBUTION OF SURPLUS ASSETS

If the association is wound up, the assets may not be distributed to the members but may be transferred to a similar association, provided that its constitution prohibits the distributing of assets to its members.

SUNNYBANK SAINTS SOCCER CLUB POLICIES

POLICY ON FAMILY DISCOUNT

(Version 3 - 10/01/2011)

1.0 PREAMBLE

This policy outlines the Club's position on eligibility for discounting of registration payments for second and subsequent children from the same family unit.

2.0 APPLICATION

This policy applies to all Club members.

3.0 ELIGIBILITY FOR DISCOUNT

- 3.1 The Club allows a discount on the registration fee for second and subsequent children from the same family unit, as defined below. As at 2010 season, the discount is \$30, but it may vary over time.
- 3.2 The intent of the discount is to provide relief to family units faced with the expense of registering two or more children with the Club.
- 3.3 **Definition of children**
A player who is aged 17 or younger as at 31 December in the previous year.
- 3.4 **Example where discount does not apply**
If a parent registered to play themselves, and also registered one child, then the family discount would not apply.
- 3.5 **Example where discount does apply**
When a parent wishes to play themselves and also registers two children, then the \$30 discount applies only to the second child. Where a parent does not play, but registers two or more children, then the \$30 discount applies to the second and subsequent children.

POLICY ON REFUND OF REGISTRATION PAYMENTS

(Version 5 -15/01/2010)

1.0 PREAMBLE

This policy outlines the Club's position on eligibility for refund of registration fees should a player not complete a full season. Whilst the club does not intend to unreasonably withhold payments made, administration costs and effort are incurred as a consequence of player withdrawals and there is a need to balance a player's entitlement to refunds, with the player's responsibility to consider the Club's interests.

2.0 APPLICATION

This policy applies to all players who seek registration with the Club.

3.0 SITUATIONS WHERE REFUNDS APPLY:

- Injury or illness
- Transfer to another city
- Child player changes their mind (First year players, U5 to U8 only)
- Club is unable to place player in a team
- Other special circumstances accepted by the Committee

3.1 Injury or illness

3.1.1 Where a player is forced to cease playing as a consequence of injury from soccer or any other cause, or as a result of illness, prior to two thirds of the fixture rounds, a pro-rata refund will be paid.

3.1.2 A request for a refund must be made in writing to the Secretary and must be accompanied by advice from a medical practitioner regarding the player's inability to play soccer.

3.1.3 The refund calculation is as follows:

Refund due=

Registration fee paid x Fixture games remaining \div Fixture games scheduled

Minus \$30 Administration cost

Where a soccer injury claim has been submitted to the QCSA, the individual player's insurance premium will also be deducted from the refund.

3.1.4 Players who are granted a refund consequent to injury or illness will not under any circumstances be re-registered during the course of the same season.

3.2 Transfers to another city

3.2.1 Where an adult player or the custodial parent of a younger player is transferred in their employment to another city, prior to the mid-point of the fixture rounds, a pro-rata refund will be made.

3.2.2 The refund calculation is as follows:

Refund due=

Registration fee paid x Fixture games remaining \div Fixture games scheduled

Minus \$30 Administration cost

3.3 Child player changes their mind

3.3.1 Where a child player in U5, U6, U7 or U8 age groups, in their first year with the club changes their mind about wanting to play soccer and a refund request is made to the Club Secretary prior to the fourth fixture round for the player, a pro-rata refund will be made.

3.3.2 The refund calculation is as follows:

Refund due=

Registration fee paid x Fixture games remaining \div Fixture games scheduled

Minus \$30 Administration cost

3.4 Club is unable to place a player in a team

Where the club has accepted registration fees from a prospective player and is then unable to place that player in a team, a full refund will be made of all money paid by/for the player.

4.0 SITUATIONS WHERE REFUNDS DO NOT APPLY:

- Voluntary withdrawal
- The player's registration is withdrawn by the Club for breaches of Code of Behaviour or other reason.
- Withdrawals after two thirds of fixtures for any reason.

4.1 Voluntary withdrawal

- 4.1.1 Where the club accepts payment from a player and that player consequently withdraws from the club on a voluntary basis not encompassed by Clause 3 of this policy, no refund will be paid.
- 4.1.2 Withdrawal in the following situations constitute voluntary withdrawal:
- (a) Player disagreement with another player/players
 - (b) Player disagreement with a team official or club official/officials
 - (c) Disagreement between parents of youth players in the same team
 - (d) Disagreement between parents of youth players and team or club officials
 - (e) Parents withdrawal of a child because the team's training time or venue, as agreed by the majority of parents with the coach, is not convenient for the parent. In these circumstances, every effort will be made to place the child in another team.

4.2 Registration withdrawn by Club for breaches of Code of Behaviour

Where a player's registration is withdrawn by the Club for breaches of the Code of Behaviour, no refund of registration payment will be paid.

4.3 Withdrawal after two thirds of fixtures for any reason

Where a player withdraws from the Club after the two-thirds of the fixture rounds for any reason including injury or illness, no refunds will be paid.

5.0 PROCEDURE FOR REFUNDS

- 5.1 Where a refund is sought, the Club Secretary must be contacted in writing or by email outlining the circumstances and enclosing/attaching any relevant documentation, prior to the end of fixtures.
- 5.2 Applications for refunds will be referred by the Secretary to the Management Committee for determination.

6.0 RIGHT OF APPEAL

- 6.1 Where an adult player or parent of a youth player applies for a refund and is not successful, they may appeal to the Club Secretary within 14 days from receipt of negative advice, in writing or by email.

6.2 If an appeal is not received by the Secretary within 14 days of the date of negative advice, the right of appeal will lapse.

6.3 Appeals in regard to refunds will be considered by Executive Committee and a response to the appeal will be made within 14 days of its receipt.

7.0 DEFINITIONS

7.1 Adult players

Players registered in senior women, senior men or over age men teams, regardless of their age.

7.2 Youth players

Players registered in junior men, colts or U5 to U15 age groups.

POLICY ON PLAYER REGISTRATION

(Version 4 -15/01/2010)

1.0 PREAMBLE

This policy outlines the Club's position on the player registration process generally.

The intention is to provide rules to govern our registration process so that the Club is able to comply with QCSA team registration time lines.

In addition, this policy is intended to allow the Club Committee more certainty in regard to player numbers and consequently team numbers so that firm advice can be given to players seeking to register, with regard to available vacancies.

4.0 APPLICATION

This policy applies to all returning and new players seeking registration with the Club and will apply equally to players seeking registration in graded teams and in friendship-group based teams.

5.0 REGISTRATION TIMELINES

3.2 The Club has to nominate team numbers in each age group and indicative Divisions to QCSA in early February.

3.3 The Club registration days occur in late January and early February.

3.4 The initial close of registration (ICOR) of players by the Club will be at the close of registrations on the last registration day as published (club event calendar, website and emails).

- 3.5 After the ICOR, players requesting late registration may be wait-listed for registration pending availability of vacancies in the age group. The wait-listing priority will be based on date/time of receipt of registration application forms including full payment.
- 3.6 Once player capacity is reached for an age group in accordance with clause 6.2, no further registrations will be accepted for that age group.

4.0 PRE-REGISTRATION

- 4.1 Players from the preceding season will be given the opportunity to pre-register on-line for the coming season. A discount period may apply for those returning players who register early. The discount period will be determined by the management committee.

5.0 PAYMENT OF REGISTRATION FEES

- 5.1 Continuing players who take advantage of pre-registration on-line will be required to pay in full for registration for each player prior to ICOR. If the continuing player's full payment is not paid by ICOR, the registration application will lapse and will not be further considered unless re-submitted as a **late registration**.
- 5.2 All registration applications lodged by continuing players after the ICOR will be categorised as **late registrations**.
- 5.3 Registration applications by continuing players lodged after ICOR will attract **late registration fee**, as published by the Club.
- 5.4 Registration fees for all late registrations must be paid in full on the date of registration including the loading if applicable.

6.0 CAPPING OF TEAM AND PLAYER NUMBERS

- 6.1 The Club's Committee, based on team numbers from the previous season may choose to set a cap on team numbers in age groups from U9 upwards, and then limit player registrations to suit the team numbers.
- 6.2 The maximum number of player registrations accepted per team, for all teams will be as follows:
- U5-U8 8 players
 - U9-U12 13 players
 - U13-U15 14 players
 - JC, Men, Women 20 players
 - Over 35 Men 20 players

- 6.3** Following ICOR, team numbers, if not previously capped, will be finalised and submitted to QCSA. A team registration, for a team U9 and older, will not be submitted by the Club to QCSA unless a minimum of 10 players is registered for that team.
- 6.4** In cases where a minimum of 10 players are not registered and a team is not registered with QCSA, full refund of registration payments will be made.

7.0 APPLICATION FOR REGISTRATION IN A LOWER AGE GROUP

- 7.1** In each age group up to U14, the Club is allowed to register two players from the age group above. This is called "playing down".
- 7.2** Where parents seek to register their child to "play down" into the age group below, and more than two requests are received for that age group, the Committee will decide who is given approval to play down based firstly on any medical condition and secondly on preference to continuing players.

8.0 APPLICATION FOR REGISTRATION IN A HIGHER AGE GROUP

- 8.1** When a youth player (U5 to Junior Men) registers to play in a higher age group, they will be required to pay the registration fee for the higher age group.
- 8.2** When a youth player is placed in a higher age group by the Club, in order to balance team numbers, the registration fee payable will be based on the player's age.
- 8.3** When a youth player agrees to play in a Men's team, because they want to or because there are not enough players to form a team in their own age group, the registration fee for a Men's player will be charged.

POLICY ON GRADING OF SENIOR TEAMS

(Version 3 15/01/2010)

1.0 PREAMBLE

This policy outlines the Club's position on grading of senior women, senior men and over age men's teams.

2.0 APPLICATION

This policy applies to all senior women, senior men and over age players.

3.0 GRADING PHILOSOPHY

3.1 Most clubs grade players on their ability and place them in divisions commensurate with their ability, without reference to friendship groups.

3.2 Our Club's grading philosophy does take into account friendship groups.

3.3 Fair application of the policy will rely in part on the integrity of coaches and players, and their compliance with the policy's intent.

4.0 DEFINITION OF A FRIENDSHIP GROUP

4.1 A friendship group would exist where a significant number of players, perhaps even an entire team came to the Club as new players and asked to remain together because they were friends.

4.2 A friendship group would also exist where a team had been together in the Club for a number of seasons and asked to remain together, rather than be possibly broken up by annual grading.

4.3 A friendship group could be extended if a new player came to the Club on the recommendation of an existing player or players with the express intention of playing with them.

5.0 GRADING PROCESS

5.1 Friendship groups are allowed to remain together from season to season and to be graded as a group into the appropriate division.

5.2 If a returning player chooses not to remain with any team, including a team based on a friendship group from the previous season, they can ask

to be graded into the highest possible division commensurate with their ability.

- 5.3** If a new player comes to the Club to join a friendship group, that will be allowed, provided the new player has adequate skill for the division into which the friendship group will be placed. If the skill level is not adequate, the new player will be placed in the division commensurate with their ability. If this causes a player to withdraw, a refund will be paid.
- 5.4** If a new player comes to the Club without any affiliation to an existing friendship group, the new player must be graded and will be placed in the highest division commensurate with their ability.

6.0 INCLUSION IN A FRIENDSHIP GROUP NOT GUARANTEED

- 6.1** A returning player who desires to stay with a friendship group from the previous year may request to do so when registering.
- 6.2** The Management Committee will consider such requests.
- 6.3** A returning coach may ask the Management Committee to not include a returning player in a particular friendship group/team on any of the following grounds:
 - 6.3.1** The player's skill level is not adequate for the Division into which the friendship group/team has/will be placed.
or
 - 6.3.2** The player's commitment to the friendship group/team is inadequate as evidenced by poor training attendance and/or poor match attendance.
or
 - 6.3.3** The player's behaviour on or off the field, during or after games has not complied with the Club's Code of Behaviour.
- 6.4** If the Management Committee decides to not include a player in a particular friendship group/team, pursuant to Clause 6.3.1, a place will be sought for the player in an appropriate division, if available.
- 6.5** If the Management Committee decides to not include a player in a particular friendship group/team, pursuant to Clause 6.3.2 or 6.3.3, a refund of any registration fees will be made.

7.0 APPEALS IN REGARD TO GRADING

- 7.1** Where disputation arises with regard to the grading of a player, the matter will be referred to the Management Committee or is delegated member/s.
- 7.2** The Management Committee or delegated member/s will consult with all coaches in the relevant grouping (eg. all coaches of Senior Men's teams if grading of a senior men's player is disputed) before advising a decision to the player and coaches.
- 7.3** Grading decisions by the Management Committee or delegated member/s can be appealed to the Club's Secretary by the affected player.
- Such appeals should be in writing and should set out the grounds for disagreement with the decision.
- 7.4** The Executive Committee will consider the appeal within 7 days of its receipt.
- 7.5** Coaches from the relevant grouping who are also Executive members may contribute to the discussions in regard to the appeal, but will abstain from participation in any vote to resolve the appeal.
- 7.6** Decisions by the Executive Committee will be final.

POLICY ON GRADING JUNIOR TEAMS

(January 2011)

1.0 PREAMBLE

- This policy outlines the Club's position on the grading of Junior teams from U11 to Junior Men inclusive.
- This policy will be trialled during 2011 and given further consideration at the 2011 Annual General meeting in the light of experience after one year of application.
- As the QCSA does not organise graded divisions in age groups up to and including U10, the Club has no need to grade in these age groups.
- The concept of Friendship Groups will be suspended and will not apply to these age groups while this policy is in force.
- The intention of the policy is to form teams of players with approximately equal skill levels and then to nominate each team to a division in their age group, in which they will be competitive because they are all of a similar skill level as their opponents.

- A further intention of the policy is to attempt to stop the exodus of good players from the Club to Federation Clubs, where grading does occur.
- It is mandatory that all players seeking placement in a Junior team attend the grading sessions for their age group, at the place and times published by the Club.

2.0 PRINCIPLES

- Grading will apply across all age groups from U11 to Junior Men.
- Players will be graded and assigned to a team commensurate with their skill level.
- Returning and new players may be cut as a consequence of the grading process.

3.0 APPLICATION

- This policy will apply to all age groups from U11 to Junior Men.
- The policy applies to all players in each age group.

4.0 RELEVANCE OF GRADING PROCESS TO TEAM FORMATION

4.1 Returning Players

- A returning player is a player who played at least one competition fixture match in the previous year and who registers and pays in full prior to the ICOR.
- Returning players will be graded together with new players.
- There is no guarantee that a returning player will be placed in a team if the grading process indicates that his/her skill level is not adequate for the division to which the Club's team/teams will be nominated.
- However the grading outcome may be adjusted for a returning player where the player's skill level is borderline for the proposed division, so as to include the player in a team.
- As a consequence of the grading process, returning players who are placed may not necessarily be placed in the same team/division as the previous year.

4.2 New Players

- A new player is a player who has not played with the Club before, or a player who has played with the Club previously but did not play at least one competition fixture match in the previous year, or a returning player who did not register and pay in full by the ICOR.

- Registration of all new players is undertaken on a provisional basis as there is no certainty that the Club will be able to place all new players in teams.
- New players will be graded together with returning players and assigned provisionally to a team commensurate with their skill level.
- If there are more players provisionally registered than required to form whole teams, surplus players may have to be cut from the lowest proposed division on the basis of the grading outcome.
- This cut may include both returning and new players although some adjustment may be made for returning players as described above.

4.3 Playing up and playing down

Playing up

- A returning player who wants to play up a year to an older age group will be allowed to do this, provided there is space in the age group and the player has the necessary skill level to play in the age group. The player will be graded with the older age group to test skill level.
This same flexibility may be extended to new players under the same provisions.

Playing down

- Up to two players will be allowed to play down into the next age group provided there is space in the age group and the player has the necessary skill level to play in the age group. The player will be graded with the younger age group to test skill level.

5.0 APPEALS IN RELATION TO GRADING PROCESS AND TEAM FORMATION

- Scenarios may arise which have not been adequately addressed by this policy.
- Where this occurs, the issue will be referred through the Registrar to the Executive of the Club for a decision.
- Decisions by the Executive will be final.

FIELD LOCATIONS

A full list with directions is available from <http://www.gcsa.org.au/fields/index.php>

Alexandra Hills SHS – Windemere Road, Alexandra Hills – (UBD: 184 : J15).
ARC Hill Park – Goss Road, Virginia – (UBD : 120 : K13).
Bald Hills (Stanley Day Park) – Grand Street, Bald Hills – (UBD: 109 : K5).
Beaudesert - Bromelton St, Beaudesert - (UBD: 331: R11).
Blackstone - Thomas St, Blackstone - (UBD: 214: D19).
Bowman Park – Bowman Pde, Bardon – (UBD: 158 : L6).
Brittain Park - Troughton Rd, Coopers Plains - (UBD: 200: G17).
Brookfield State School – Boscombe Road, Brookfield – (UBD: 157 : C11).
Bulimba - Godwin St, Bulimba - (UBD: 20: D7).
Bushrats Oval – 66 Riverview Road, Riverview – (UBD: 215 : C4).
Calamvale College - The Service Rd (off Nottingham Rd), Calamvale - (UBD: 220: F1).
Caledonian Park - Adelong Av, Thagoona - (UBD: 210: K9).
Calvary Christian College - 559 Beenleigh/Redland Bay Road, Carbrook - (UBD: 265: B5).
Carina - 150 Fursden Rd, Carina - (UBD: 161: P18).
CJ Greenfield – 315 Freeman Road, Inala – (UBD: 198 : E20).
COC (Wecker Rd) - 322 Wecker Rd, Mansfield - (UBD: 182: A20).
Coopers Plains – 61 Orange Grove Road, Coopers Plains- (UBD: 200:C15).
Coronation Park – Coronation Fields, Coronation Drive, Boonah - (UBD: N/A).
Darien Street - Darien Street, Bridgman Downs - (UBD: 118: R2).
Davies Park - Jane St, West End - (UBD: 21: L10).
Dennis Road - 161 Dennis Rd, Springwood - (UBD: 222: M16).
Devine Court - Devine Court, Morayfield - (UBD: 58: F9).
Dutton Park – T.J. Doyle Memorial Park Drive, Dutton Park – (UBD: 179:N4).
Ekibin Park – Arnwood Place, Annerley - (UBD: 180: D10).
Esher Street - Esher St, Tarragindi - (UBD: 180: G13).
Genesis College – Youngs Crossing Road, Bray Park - (UBD: 97:R8).
Holland Park SHS - Bapaume St, Holland Park West - (UBD: 180: M19).
Jack Bowers Oval – Kate Street, Indooroopilly - (UBD: 178:F9).
Jim Donald Park - Madden St, Silkstone - (UBD: 213: Q20).
John Oxley - Ogg Rd, Murrumba Downs - (UBD: 99: F1).
Kaitlyn Thompson – (uses Teviot Downs) Argyle Road, Greenbank - (UBD: 278: D5).
Kalbar Showground - George St, Kalbar - (UBD: N/A).
Kath Chandler Oval - South Station & Robertson Rds, Raceview - (UBD: 233: R2).
Kingfisher Park - Gem Rd, Kenmore - (UBD: 177: K15).
Leyshon Park - Cansdale St, Yeronga - (UBD: 179: P3).
Lister Street - Lister Street, Sunnybank - (UBD: 200: J19).
Lowood Sports Ground - Lindemanns Rd, Lowood - (UBD: N/A).
Marchant Park - Ellison Rd, Chermside - (UBD: 119: R9).
Mt Crosby Sportsground – Allawah Road, Chuwar - (UBD:194: C2).
New Farm Park - Sydney St, New Farm - (UBD: 19: P20).
North Lakes - Discovery Drive & Gardenia Pde, Mango Hill - (UBD: 79: N19).
Oates Park - Oates Avenue, Woodridge - (UBD: 241: K4).

Peter Lightfoot Oval - 141 Horizon Drive, Middle Park - (UBD: 197: E7).
Prentice Park - Thistle St, Lutwyche - (UBD: 140: A10).
Rathdowney - 70 Mount Lindesay Highway, Rathdowney - (UBD: N/A).
Redbank Plains - Redbank Plains Rd, Redbank Plains - (UBD: 235: P11).
Russ Hall Park - Massinger St, Salisbury - (UBD: 200: B7).
Stallard Park - Deebing Creek Road, Yamanto - (UBD: 233: C16).
Sutton Park - Workshops & Hunter Sts, Brassall - (UBD: 212: Q8).
Teviot Downs – Argyle Road, Greenbank - (UBD: 278: D5).
Weedon St (FR Caterson Park) - Weedon St West, Mansfield - (UBD: 201: R1).
Worley Park - Harding St, Raceview - (UBD: 234: A5)
Yandina Park - Wecker Rd, Mansfield - (UBD: 201: R1)

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