



Junior Match Day Officials Guidelines 2017

TEAM MANAGER

DRESS

Armband

DUTIES

The responsibility of the Team Manager will vary from club to club, in general this position is responsible to see that all activities or league rules associated with the actual playing of the game (other than coaching) are carried out or adhered to.

TEAM UNIFORM

Ensure that all players are correctly attired.

OTHER OFFICIALS

Ensure that persons are designated for each of the following roles where required and that they are aware of all the necessary dress requirements, age requirements and duties:

- Trainer
- Water carrier (Optional)
- Runner
- Interchange steward
- Timekeeper
- Boundary Umpire
- Goal Umpire
- Umpires

UMPIRES COMFORT

Ensure that the umpire's room is adequate in terms of cleanliness and security.

Make sure that umpires are offered refreshments during quarter breaks.

SECURITY OF PLAYER BELONGINGS

This aspect should be considered prior to players taking the field. No home club can fully guarantee the safety of items that remain in change rooms during a game.

TEAM SHEETS

Complete online team sheet using names from club member database. Print copy and ensure that it is signed by all players and officials. Hand to umpire by half time.

FOOTBALLS

Home team manager to present two footballs to the umpire before the game.

START TIMES

Be aware of the starting times of all quarters and ensure that the Coach has the players ready to start accordingly.

UMPIRES REPORT

The Team Manager and/or the Coach complete an Umpires Performance Report following the game. Reports should be constructive including positives and negatives, and be completed every game regardless of result. Reports are to be placed in sealed envelopes and forwarded to the EFL office or sent via facsimile 9761 1315.

MATCH REPORTS

Match reports are completed by umpires after all games. The Team Manager must attend the Umpires room after the game to collect the report. If the Team Manager does not attend, the umpires are instructed to leave the report in the Umpires room.

LIST OF MEDICAL PHONE NUMBERS

Compile a quick reference list of local phone numbers for ambulance, doctors, dentists and medical centres for use at all games. Ensure that these numbers are given to the 'away' teams should the situation arise.

REPORTED PLAYERS

Ensure that all details of any reported players are handed to the appropriate club officials as soon as possible and that players involved are informed.

COACH/ASSISTANT COACH

DRESS – Armband

TRAINER

DRESS – White trousers or white overalls and a white top or a top in club colours. A trainers bib with club name must also be worn.

REQUIREMENTS

At least one, level one accredited Trainer needs to be in attendance at all matches. All other Trainers are required to complete a recognised senior first aid course (e.g. Sports First Aid, St Johns or Red Cross). Details regarding the qualification of Trainers can be obtained from the Eastern Football League Trainers Association 0408 388 517 or Sports Medicine Australia 9674 8777.

The minimum age for Trainers is 15.

Each team is permitted to have three Trainers.

Trainers in the junior competition must be positioned in the coach box or designated boxes sited around the ground.

A Trainer is not permitted to act as second Runner or Water Carrier.

DUTIES

Attend injured players on the ground. If any injury appears to be serious, qualified medical assistance should be obtained immediately.

All players must leave the playing area via the interchange gates. Failure to comply will result in the player taking no further part in the current match.

Trainers are responsible for having a stretcher on the ground for each game.

It is also recommended that the phone numbers of each player's parents or guardian are available and that any relevant medical condition of players is known.

WATER CARRIER

DRESS – White trousers or white shorts and a white top or a top in club colours.

All Water Carriers are to wear the league approved Water Carrier bib.

REQUIREMENTS

The minimum age for Water Carriers in the non competitive junior competition (8 to 10) is 10.

The minimum age for Water Carriers in the junior competition (11 to 17) is 12.

The maximum age for Water Carriers in the junior competition is 17.

Each team is permitted to have three Water Carriers.

DUTIES

The job of the Water Carrier is to run water out to players during distinct breaks in play. This includes when a goal has been scored or when the game has been stopped for an injured player.

A water carrier is not permitted to enter the playing arena when the ball is active in play on the other side of the ground or at the other end of the ground.

Water Carriers are to be based in designated areas marked on the ground behind the boundary line.

Water Carriers are not permitted to act as a second Runner.

RUNNER

DRESS

Green fluoro shirt, with league approved logo on front and back. Black tracksuit pants/shorts with **EFL logo**.

REQUIREMENTS

A Runner must be at least 18 years of age.

Only one Runner per team is permitted.

DUTIES

In all matches it is their job to relay messages from the Coach to players.

Runners are only permitted on the ground when actually relaying a message. They must not remain on the ground continually.

Umpires can order the Runner from the ground if they feel the Runner is on the ground excessively.

INTERCHANGE STEWARD

DRESS

Must wear the appropriate EFL armband.

REQUIREMENTS

Each side must appoint an Interchange Steward at least 18 years of age.

DUTIES

There will be two lines, 15 metres apart, marked across the boundary line at which players can be interchanged. The Steward will be stationed near to the fence between the two marked lines which will be situated in a central position of each ground.

All players shall leave and enter the playing ground through the interchange area during the match.

A player who does not leave the playing ground through the approved interchange shall not be permitted to take any further part in the match.

When a player has been, or appears to have been so seriously injured as to prevent him being removed immediately from the playing ground, the Steward may approve him being replaced prior to the injured player leaving the ground, but if a replacement shall be made pursuant to such approval, the replaced player shall take no further part in the match. The official Runner or Captain shall immediately inform the Field Umpire that the player has been replaced.

Players who are ordered from the field by the Field Umpire are to leave the ground via the interchange area. Players are to report to the Interchange Steward for time notification. Interchange Stewards are to note the time the player reported to the Steward and not allow that player to resume playing until 15 minutes playing time has elapsed if applicable.

Teams interchanging players during the intervals must advise the Steward of such changes before the match recommences.

Should the Steward observe the teams being lined up for the purpose of count under the AFL "Laws of Australian Football", he should assist the Field Umpire if requested.

Breaches of any of these instructions must be noted at the bottom of the interchange form.

TIMEKEEPER

DRESS

No specific requirements.

REQUIREMENTS

Each side must appoint a Timekeeper.

A Timekeeper must be at least 18 years of age.

DUTIES

To keep the time of each quarter on time cards. Timekeeper cards are not required for under 8s, 9s and 10s.

To keep a record of scores for use by the controlling body in the event of the Goal Umpires cards not agreeing.

To sound a bell or siren at the start and finish of each quarter.

No time on is added in any junior competition matches unless at the discretion of an EFL Official.

Refer to the Timekeepers card for a detailed explanation of timekeeping procedures and guidelines.

BOUNDARY UMPIRE

DRESS

White shorts or skirt and white t-shirt or plain white windcheater and white tracksuit pants (only on cold days in the junior competition).

REQUIREMENTS

In all under 15 to 17 grade matches Boundary Umpires must be at least 15 years of age. In all under 11 to under 14 grade matches Boundary Umpires must be at least the same age as the grade in which they are officiating.

In the under 8/9/10 competition Boundary Umpires are not required.

DUTIES

Club supplied Umpires are not permitted to barrack or comment on play. If the Field Umpire determines that a Boundary Umpire in any match is unable to perform their duties competently, the Field Umpire shall request a replacement Boundary Umpire. If a competent replacement Boundary Umpire cannot be found the Field Umpire shall direct a player from the offending club to throw the ball into play.

GOAL UMPIRE

DRESS

White coat and flags

REQUIREMENTS

All Goal Umpires must be at least 15 years of age.

Goal Umpires are not required in the under 8/9 competition.

DUTIES

Before the match ensure details of the match have been entered on the scorecard supplied by the EFL.

During the match stand behind the goal line in line with the flight of the ball. Wait for the Field Umpire to give the all clear before giving a decision. Both Goal Umpires must wave the flags for each score. Enter the score on the card and check scores with the other Goal Umpire at the quarter breaks and after the match. The scorecard must be handed to the Team Manager after the match.

Club supplied Umpires are not permitted to barrack or comment on play. If the Field Umpire is of the opinion that a club supplied Goal Umpire is making deliberately wrong or incompetent decisions they may demand the offending club to replace the Goal Umpire before re-commencing the match.

UMPIRES ESCORT

DRESS

Must wear the official EFL bib.

REQUIREMENTS

All Umpire Escorts must be at least 18 years of age.

DUTIES

To escort all Umpires from the oval (where play ends) to the Umpires room at half time and at the conclusion of the game.

Where the club is the home club, they should offer Umpires drinks between each quarter. Remain in the centre of the ground with Umpires during quarter time and the three quarter time break.

Umpires Escort must not abuse or criticise Umpires and must show courtesy at all times.