



BEVERLEY HILLS JUNIOR FOOTBALL CLUB

INFORMATION HANDBOOK 2016

Mission Statement

The Beverley Hills Junior Football Club aspires to generate an environment that provides all players with the opportunity to participate in Australian Rules football to ensure they maximize and achieve their potential.



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WELCOME FROM THE PRESIDENT

Dear Families, Players, Friends,

Welcome back to Beverley Hills JFC for the 2016 season to all our returning players and families, and to all of our new players and families we hope you enjoy becoming part of the Beverley Hills community. This will be another exciting year ahead as we introduce Girls Football in 2016 and continue to grow our club and its reputation as one of the most professional junior sports clubs in the community and in the YJFL. Our AFL Gold accreditation is a testament to our excellent administration and structures in place and we are only club in the Yarra Junior Football League accredited at this level and one of twentyeight in Australia.

This booklet has been designed to provide players and parents with some basic information about the club and set the expectation of what it means to be part of our club and part of the Yarra Junior Football League in general.

Our Executive would like to sincerely thank all General Committee members, parents, players, sponsors, supporters of our great club, as we aim to continue to build upon the solid foundations of those who have come before us to ensure that our traditions and values remain strong. There is a great spirit and family atmosphere being built at the club which serves a greater purpose than just the children playing football. Our community and social responsibility values and programs have seen us set the benchmark in Junior Football hence our AFL Gold status and we continue to foster terrific council and sponsor support partnering with our long term sponsors Bendigo Bank, Camp Australia, Tailor Made Freight Management, Ray White and LP Bodyworks.

Some of our new and continuing initiatives include:

- 2016 Girls Football Introduction at all age levels fielding girls only teams. Appointment of our Girls Football Ambassador Lauren Arnell Western Bulldogs VWFL Star 3 x All Australian and 5 x Vic Representative. Appointment of previous Secretary and Life Member Julie Martyn to our Girls Coordinator position.
- Quality First Aid – professional providers at all home games, trainer courses, Defib machines in action home venues, Emergency response training and First Aid Courses for all trainers and for key officials
- Colts leadership program empowering our youth in helping our juniors
- Experienced and stable team in Football operations Administrator and Age level Coordinators
- Coach Mentor program led by our Level 2 coaches Anthony Phillips and Brett Chandler with regular Professional development for coaches
- New-look BHJFC uniforms and some complimentary items for all players
- Continued Club survey to keep improving all areas
- Family FUN Day/Registration, Trivia night, Dinner Dance, Colts night – social nights
- School clinics run from December - March all over Manningham - including Heatherwood and Onemda school.
- Community Donations and Fundraising for charities ie: Doncare and Breast Cancer Network.
- New lighting project upgrade at Zerbes commencing February 2016 anticipated to be completed by end of May.
- Social responsibility night restructure to involve more sports clubs in our community

Our club is administered by some committed and talented volunteers and it is important that this group is continually expanded upon year to year to keep the club moving forward and progressive. There are many opportunities at the club for volunteers to become involved and make a difference, so please do not hesitate to contact your team manager or one of our committee members if you would like to help out and join a great team. Without volunteers the club cannot run and our kids can't play so if you are required on match day or otherwise please get involved.

Hope you enjoy the 2016 and beyond.
GO HILLS!

Jim Pahos

President (on behalf of the committee)

BEVERLEY HILLS JFC HISTORY

In 1967 a Public Meeting was called by the Fitzroy Football Club, the outcome of which was the formation of the Doncaster and District Junior Football League, of which Beverley Hills was a foundation member. At a meeting held in December 1967, at the home of John Thompson, it was decided in conjunction with Les Smith and Jim Tonkin to form a football club in the East Doncaster area.

A further meeting was held and other interested persons were invited. At this meeting a constitution was adopted, Les Smith was elected President and John Thompson was elected Secretary. All other positions were filled and it was decided to field sides in both competitions provided by the League, Under 12's and Under 14's in 1968.

After considerable discussion regarding a name for the Club and due to the total lack of funds and equipment, it was decided to call the club Beverley Hills Football Club, as it was thought that with this name, the Club may be able to borrow jumpers from the Beverley Hills Primary School.

Before the start of the 1968 Season, our Club was advised that the Fitzroy Football Club would donate a set of jumpers in Fitzroy colours to any new club formed especially to enter in YJFL. As Beverley Hills was the only new club we notified the YJFL that our colours would be maroon and blue. Shortly afterwards, we were advised that two sets of jumpers would be presented to us. This was later amended to half a set, however, the jumpers were never received, so a fortnight before the first match the Club purchased two sets of jumpers in Fitzroy colours.

In 1982 the junior component of the Club broke ranks with the seniors to form the Club as we now know it, the Beverley Hills Junior Football Club. The seniors still playing at Zerbes Reserve are now known as the Doncaster East Football Club.

In 1983 with the co-operation of the East Doncaster Cricket Club and the Doncaster East Football Club, major extensions were undertaken to the pavilion including a new change room and social rooms. This work was planned and mostly erected by members associated with all three clubs. 1986 saw the Club become an Incorporated Body, which meant the adoption of a new Constitution.

In 1993, improvements were made to the ground by the council and funds allocated to erect a new pavilion in 1995/96. The Beverley Hills Junior Football Club, originating from humble beginnings, has built up a fine tradition in the community and the Yarra Junior Football League is extremely proud of its contribution to our great game of Australian Rules.

Over the years many boys have come and gone but the large majority has stayed for the duration of their careers in junior ranks. Many boys have gone on to play 100 and 150 games with the Club. Some have gone on to AFL level whilst many play at senior level in local competitions. Above all, most cherish the memory of playing at our Club.

Our club has over its journey produced some notable AFL players testament to our program who include;

Paul Roos current Melbourne Coach AHL Premiership Coach with the Swans and former Swans and Fitzroy player;

Marc Murphy current Carlton Captain and number 1 draft pick

Darren Bourke and John Peter Budge (St. Kilda)

Adam Kingsley/David McKay (Port Power/Adelaide)

Stephen Gilham (Port Power/Hawthorn/GWS)

John Baird (Kangaroos)

Julian Rowe (Collingwood)

And most recently in 2014 Christian Petracca to Melbourne Number 3 Draft Pick and last year Tom Phillips to Collingwood and Blake Hardwick to Hawthorn who we too hope will be added to this list in the future.

COMMITTEE

2016 EXECUTIVE COMMITTEE			
Position	Name	Mobile/Home Ph. No.	Email Address
President – (Sponsorship, Community, YJFL)	Jim Pahos	0408 994 653	jimpcpa@ozemail.com.au
Vice Pres. - Football Operations Manager	David Ryan	0412 910 440	daveryan@bigpond.net.au
Treasurer / Vice President	Forde Nicolaides	0417 342 344	fnicolaides@gmail.com
Secretary	Cindy Fairweather	0433 712 203	bhjfc@bigpond.com
2016 GENERAL COMMITTEE			
Registrar	Catherine Mortimer	0430 881 479	mortimers@iinet.net.au
Assistant Secretary	Claude Bernardo	0422 200 998	clind@optusnet.com.au
Assistant Treasurer	John Tommasoni		j.tommasoni@gmail.com
Social / Fundraising / Banner Coordinator	Linda Rallakis	0416 254 700	Linda_rallakis@hotmail.com
Team Manager Coordinator	Paul Mierisch	0412 911 558	psmierisch@optusnet.com.au
Football Ops Coordinator – 11,12,13	Tim Phillips	0409 418 341	timphillips8@bigpond.com.au
Football Ops Coordinator – 14,15, colts	Andy Caldwell	0421 302 664	andydeb95@bigpond.com
Football Ops Coordinator - u/8, 9 & 10	Paul Dillon	0427 988 625	pk.dillon@bigpond.com
Jumper coordinator	Fernando Cerritelli	0408 545 017	cerritellig@bigpond.com

Grounds Manager	Peter Rush	0430 303 151	wiredrooster@hotmail.com
Communications / Web site Officer	Emma Gelsumini	0417 229 400	gelsuminie@yahoo.com.au
Volunteer Coordinator	Karen Beale	0414 291 173	kazza197014@yahoo.com.au
Bar Manager	Peter Rush	0430 303 151	wiredrooster@hotmail.com
Auskick Coordinator	Pat Cooper	0412 908 098	pcooper2@iprimus.com.au

2016 NON-COMMITTEE POSITIONS

Apparel Coordinator	Cynthia McLarty	0421 033 290	cynthiamclarty@hotmail.com
Risk Management Officer - First Aid	Vanessa Harvey		
Coaching Mentors	Anthony Phillips Brett Chandler	0412 580 669	anthony@campaustralia.com.au brett@ultraliftaustralia.com.au
Media / Advertising / Club Promotions	Peter Corke		peter@beseen.net.au
Grants / Community Programs	Darren Bourke		

IMPORTANT DATES FOR 2016

Apr-16

Friday 15 April
Sunday 17 April

Season Launch Sponsors Breakfast
Round 1 Whole Club Family Night - Zerbes Reserve
Spit Roast
Anzac Day Round

Sunday 24 April

May-16

Tuesday 6 May
Saturday 21 May
Sunday 8 May
Friday 23 May
Sunday 15 May
Sunday 25 May

Social Responsibility Night
Trivia Night – Ajani Centre
Mother's Day - Pink Footy Day
Auskick/Tackers Family Night – Zerbes from 6pm
Family Night – Zerbes Club Rooms
Tackers Day Bulleen Park

Jun-16

Sunday 5 June
Sunday 8-19 June
Sunday 12 June
Friday 27 June
Sunday 29 June

Team Photos - Zerbes
BHJFC Chocolate Drive
No games - Queen's Birthday Long Weekend
Tackers Family Night – Zerbes Club Rooms from 6pm
Family Night - Zerbes Reserve

Jul-16

Sunday 3 July
Saturday 23 July
Friday 29 July
Sunday 31 July

No games - school holidays
BHJFC Annual Dinner Dance
Tackers Family Night – Zerbes Club Rooms from 6pm
Family Night

Aug-16

Sunday 7 August

Sunday 14 August
Sunday 21 August
Sunday 28 August

Last Home and Away game (Club Family Night at Zerbes Reserve)
Semi Finals
Preliminary Finals
Grand Finals

Sep-1

Sunday 4 Sept
Monday 5 Sept
Tuesday 6 Sept
Wednes. 7 Sept
Saturday 10 Sept
Monday 12 Sept

Auskick Presentation
U8 – U10 Presentation
U11 – U12 Presentation
U13 – U14 Presentation
U15 - Colts Dinner – Ajani Centre
Annual General Meeting

Please refer to the Club's website regularly for calendar updates

YJFL SEASON CALENDAR 2016

Round 1	17 April
Round 2	24 April Anzac Day Round
Round 3	1 May
Round 4	8 May
Round 5	15 May
Round 6	22 May
Round 7	29 May
Round 8	5 June
No games (Interleague)	12 June
Round 9	19 June
Round 10	26 June
No Games	3 July (School holidays)
Round 11	10 July
Round 12	17 July
Round 13	24 July
Round 14	31 July
Round 15	7 August
Semi Finals	14 August
Prelim.	
Finals	21 August
Grand	
Final	28 August



COMMUNICATIONS: CLUB WEB SITE, FACEBOOK, INSTAGRAM, TWITTER & TEAM APP.

www.bhjfc.org.au – The Club web site is updated regularly and is a comprehensive source of information to keep you up to date on what’s happening at Beverley Hills.

www.yarrajfl.org.au – The YJFL web site is also a great source of information pertaining to our league.

Our Facebook, Instagram, Twitter and Team App sites are also strong communication tools and we strongly recommend that you and your family connect with us.

All social media is monitored regularly pursuant to our policies.

REGISTRATION

The BHJFC Committee has approved the following registration fee structure for 2016:

Both components are compulsory for all players.

2016 BHJFC Membership Pricing			
	Registration Fee	First Aid Levy	TOTAL
	(each player)	(each player)	(each player)
One Player	\$210	\$30	\$240
Two Players	\$170	\$30	\$200
Three Players	\$150	\$30	\$180
Girls football	\$150	\$30	\$180

Membership Fee includes registration and match day fees as well as the Club Year Book, weekly “Lions Roar” newsletter, JLT Platinum level player insurance, team photograph, team pie night/sausage sizzle, Presentation Night, trophies and medals, cordial, and provision of professional First Aid at all BHJFC home games during the season.

Please note that all registration fees must be paid in full before players will be permitted to represent the Beverley Hills Junior Football Club. If you are experiencing any difficulties in this regard, please contact Treasurer Forde Nicolaides.

FIRST AID PROVISION

Professional first aid attendance is provided at all home games, both at Zerbes Reserve and Leeds Street. In addition every effort will be made to have at least one Level 2 first aid qualified trainer on the field at all home and away games.

MEDICAL INSURANCE DETAILS

All registered players are covered by insurance provided by JLT Sport. The insurance cover is in place for training and playing and extends to officials, coaches, trainers, umpires and volunteers for personal accident coverage.

Our Platinum level insurance is the highest possible cover available and is arranged through JLT Sport AFL. The cover provides for reimbursement of out-of-pocket non-Medicare medical expenses.

All details and claim forms can be found at www.jltsport.com.au. If you need to make a claim, please contact our Secretary for information regarding this process.

Beverley Hills Junior Football Club strongly recommends also to take out private health insurance for additional coverage and if possible to have a current Ambulance cover. Refer to our website for additional medical insurance requirements.

BEVERLEY HILLS JFC APPAREL

We have a complete range of player and supporter apparel available for purchase; details of which can be found on the club website. Through the season it is necessary to order your requirements through Apparel Manager Cynthia McLarty via her mobile 0421 033 290 or email her at cynthiamclarty@hotmail.com.

Apparel will be available to purchase at the Club the first three weeks of the season between 8.00a.m. and 10.00 a.m.

MILESTONE BANNERS

The Club greatly values the milestone for any player and typically games are celebrated in milestones of 50, 100 and 150 games.

If you are celebrating a milestone you need to order your milestone banner from **Linda Rallakis via text on 0416 254 700 or email at lindarallakis@hotmail.com** two weeks prior to the match. Please advise the name of player, milestone number (e.g. 50, 100 or 150 games), team and date of match. All instructions will be provided and banner poles are available at the club for collection as required.

A donation to the club of \$20 to cover the cost of supplies will be required.

SOCIAL ACTIVITIES

The Club greatly values the opportunity to bring its member together in a social capacity. This is done in many ways such as monthly Family Nights on a Sunday evening, the Annual Dinner Dance - the reputation of which makes it a must-attend event at Beverly Hills, and other fun social activities throughout the season.

In addition we run a limited number of fund-raising events during the season including the Cadbury Chocolate Drive. Funds raised through these events go directly back to the Club therefore benefiting our players. **Each year it is expected that the U11, U13 and U15 teams run one social event each which ensures a good rotation of people involved in the organization of these events. We encourage all families and friends to get involved in the social/volunteer side of our Club.** The many benefits include getting to know other families, creating a good family atmosphere and helping to foster a sense of “belonging” in both players and their families.

TEAM MANAGERS/ASSISTANTS AND PARENTS

The team manager and team manager assistant play a very important role within the team. It is usually a parent who takes on these roles and it is very important that all other parents offer their support to these volunteers during the season.

One of the major roles of the team manager is to allocate volunteer officials each week as listed below.

- Runner
- Goal Umpire
- Boundary Umpire
- Time Keeper
- Trainer
- Water Carrier
- Interchange Steward (Home Games only)
- Umpire Escort

Please ensure you lend your support by volunteering when required and adhere to our Code of Conduct when doing so.

WORKING WITH CHILDREN LEGISLATION

Beverley Hills Junior Football Club has a responsibility to provide a safe environment for all participants.

Recent legislation requires that all people in clubs and organisations who come into contact with children under the age of 18 years must undergo a check and be approved to hold his or her position in the organization.

As all our players are under the age of 18 obviously this legislation greatly effects our club.

AFL Victoria is anxious that all club volunteers in all applicable football club meet the Working with Children Requirements and recommends at a minimum requirement that the following people obtain a working with children check;

- All Executive Committee members ie: President, Vice President, Secretary, Treasurer as well as Canteen Manager/Supervisor;
- Coach of a team
- Team Manager of a team
- Trainer of a team
- Other members of the club who are involved in regular contact with children that are not directly supervised by a person who has completed a Working with Children check.

Beverley Hills Junior Football Club will ensure that all relevant people meet the requirements.



Working with
Children Check

CLUB SPONSORSHIP

An integral part of the Beverley Hills Junior Football Club success is the partnering with local like-minded businesses in our community.

There are currently numerous sponsorship opportunities that exist (dependent upon your circumstances) to become a gold, silver or bronze sponsor. Our club has prepared a Partnership Program document which provides in full detail the sponsorship packages available at the club.

We are strongly committed to our Partnering Program and strive to achieve the best outcomes for all our partners.

Our corporate partners include;



“They support our kids so please support them.”

For any sponsorship enquiries please contact:

Jim Pahos (President) mob: 0408 994 653

BEHAVIOURAL EXPECTATIONS OF ALL BEVERLEY HILLS MEMBERS/PLAYERS AND SUPPORTERS

Our club is an AFL Gold Accredited Club and being a member and or associated with Beverley Hills Junior Football Club comes with responsibility, whether you are a player, coach, parent or spectator. On any occasion when you are representing our club, be it on the field or off, whether you are a player, parent, spectator or associate or official, you are expected to act in accordance with our Club Rules and Guidelines.

The Club will at all times endeavour to provide for the health, welfare and well-being of its players, supporters and spectators.

The following sections set out the expectations of behavior from the AFL, YJFL and the Club.

KIDS FIRST

Parents have an important role in the delivery and support of sporting activities for their own and other children.

AFL has provided the following guidelines for parents to observe as enclosed.

AFL & parents combining for our kids

THE AFL ASKS PARENTS TO OBSERVE THE FOLLOWING CODE OF CONDUCT:

- 1** Remember that children play sport for their enjoyment, not yours.
- 2** Encourage children to participate – do not force participation upon them.
- 3** Focus on the child's efforts and self-esteem rather than whether they win or lose.
- 4** Encourage children to always participate according to the rules.
- 5** Never ridicule or yell at a child for making a mistake or for the team losing a game.
- 6** Remember that children learn best by example – applaud the efforts of all players in both teams.
- 7** Support all efforts to remove verbal and physical abuse from sporting activities.
- 8** Show appreciation of volunteer coaches, officials and administrators, without whom your child could not participate.
- 9** Respect umpires' decisions and teach children to do likewise.
- 10** Remember that smoking and the consumption of alcohol is unacceptable at junior sport.



CODE OF CONDUCT



Our '**Code of Conduct**' applies equally to every person associated with our club; be they a player, coach, parent, committee member or match day official and provides clear behavioral guidelines to promote a quality environment in which the game and participants can safely participate.

By registering your child with the Beverley Hills Junior Football Club you are agreeing to abide by these principles and all those associated with Beverley Hills Junior Football club are expected to abide by the code and its acceptance forms a condition of membership of our club. Codes of conduct are monitored by the football committee regularly.

YARRA JUNIOR FOOTBALL LEAGUE and BEVERLEY HILLS JUNIOR FOOTBALL CLUB CODES OF CONDUCT

Coaches

1. Abide by the Laws of the Game, Club Rules and League Rules
2. Teach the Rules: *Rules are mutual agreements which nobody should break*
3. Group players competitively
4. Avoid overplaying talented players
5. Maximize fun: *Place winning in perspective*
6. Stress safety always
7. Consider maturity levels: *Devise training programs to suit all*
8. Develop team respect: *For opponent, umpires and coaches*
9. Recognize the importance of proper injury treatment
10. Keep up to date with coaching developments
11. Attain coaching accreditation
12. Avoid derogatory language based on gender or race
13. Shall not engage in the aggressive recruitment of players.

(Aggressive recruitment is to be determined on the facts of each particular case. As a guide only, aggressive recruitment will be considered to have occurred where there is contact on more than one occasion with a player (parent/guardian) and/or inducement is offered to a player to change Clubs).

Players

1. Play by the laws and rules
2. Don't argue
3. Control your temper
4. Be a team player
5. Be a good sport
6. Treat all players fairly
7. Cooperate with your coach and teammates
8. Play for fun and improvement
9. Avoid ugly remarks based on race or gender

Parents

1. Encourage participation but do not force them
2. Teach that honest effort is the victory, not the winning
3. Encourage to play by the rules
4. Never ridicule mistakes or losses
5. Remember, involvement is for their enjoyment, not yours
6. Remember, they learn best by example. Applaud both teams
7. Recognize positively the recreational contribution of voluntary officials
8. Never publicly disagree with officials. Raise issues privately
9. Support all efforts to remove verbal, racial and physical abuse
10. Support your club officials to foster high standards of behavior for your Club/League.

Your committee will not tolerate any behavior that is in breach of the above Codes of Conduct. If any player / official / spectator is found to have breached the Codes of Conduct they will be dealt with and the appropriate sanctions applied which may include expulsion from the Club.



COACHES CODE OF CONDUCT

To become an Accredited Level 1 coach, which is the minimum requirement of all our junior coaches, your coach will have signed and submitted the AFL Coaches Code of Conduct in which they have outlined their commitment to uphold the following values to the best of their ability:

1. To respect the rights, dignity and worth of all individuals within the context of my involvement in Australian Football, including refraining from any discriminatory practices on the basis of race, religion, ethnic background, or special ability/disability.
2. To abide by and teach the AFL Laws of the Game and the Rules of my Club and League/Association.
3. To be reasonable in the demands I make on the time commitments of the players in my care, having due consideration for their health and well-being.
4. To refrain from any form of personal abuse or unnecessary physical contact with the players in my care.
5. To have due consideration for varying maturity and ability levels of my players when designing practice schedules, practice activities and involvement in competition.
6. To avoid overplaying the talented players aiming to maximise participation and enjoyment for all players regardless of ability. Where I am responsible for players in the 5-12 year old age group, I will ensure that all players gain equal playing time.
7. To stress and monitor safety always.
8. In recognising the significance of injury and sickness, I will seek and follow the physician's advice concerning the return of injured or ill players to training.
9. To endeavour to keep informed regarding sound principles of coaching and skill development, and of factors relating to the welfare of my players.
10. To at all times display and teach appropriate sporting behaviour, ensuring that players understand and practise fair play.
11. To display and foster respect for umpires, opponents, coaches, administrators, other officials, parents and spectators.
12. I will ensure that players are involved in a positive environment where skill learning and development are priorities are not overshadowed by a desire to win.

13. I reject the use of performance enhancing substances in sport and will abide by the guidelines set forth in the AFL DRUG POLICY.

SOCIAL MEDIA POLICY

Guidelines for Social Networking and Electronic Communication

Introduction

All those who are part of the Beverley Hills Junior Football Club (The Club/BHJFC), be it player, parents, family, coaches or committee, have the right to benefit from the opportunities that exist from being members of our footballing community.

The Club accepts that the use of Social Media can be an effective business and social tool and that such media is commonly used by the Club Members to express their views, comments, ideas and criticism on a whole range of issues. Club members should all behave within and outside the Club in a manner such that the image of the Club is not negatively affected or brought into disrepute.

Purpose

The purpose of this policy is to set standards of behavior for the use of Social Media that are consistent with the broader values and expectations of the community.

The Club expects its Club Members, when using Social Media, to show courtesy and respect to others, including those within our Club and the wider community. Social Media should not be used to abuse others, expose them to offensive or inappropriate content or to denigrate or show disrespect for the Club.

Definitions

Club Members – any player, parent, family member, committee member, coach, team assistant or representative.

Cyber Bullying – refers to the use of the Internet and related technologies to harm other people, in a deliberate, repeated, and hostile manner.

Social Media – refers to all social networking sites including but not limited to Facebook, Twitter, LinkedIn, Instagram, YouTube and Team App.

Rights and Responsibilities

In an increasingly "Social" world, The Beverley Hills Junior Football Club (BHJFC) and all its members must adhere to this *BHJFC Social Media Policy* to protect the players, officials, club members, umpires and the wider football community. Any member using Social Networking sites such as Facebook, Twitter, Instagram, Team App and video sites such as YouTube where video clips are uploaded, may do so. However comments, videos or accusations that can be deemed improper, intimidating, racist,

sexist or degrading are strictly prohibited when the content involved is of an Australian Rules Football nature.

(Should you wish to upload any video clip vision to YouTube that involves any vision of a club member or club or League or League officials that you are unsure if it could be deemed improper, intimidating, racist, sexist or degrading, seek written approval from The BHFJC committee so as to not breach this policy.)

Club Members are expected to show respect to others, including members of the wider footballing community. Club Members are also expected to pay due respect to the reputation and good name of the Club.

When using Social Media, Club Members are expected to ensure that they:

- Respect the rights and confidentiality of others, particularly minors.
- Do not impersonate or falsely represent another person
- Do not bully, intimidate, abuse, harass or threaten others
- Do not make defamatory comments
- Do not use obscene or offensive language towards others
- Do not post content that is hateful, threatening, pornographic or incites violence against others
- Do not harm the reputation and good standing of the Club or those within our community
- Do not use excessive criticism to portray a person as socially, mentally, physically or intellectually inferior as a prohibited behavior.
- Do not use club social media for personal profit or gain unless part of a club approved sponsor promotion
- Have an appointed team or group administrator(or committee member) to monitor closed group/private page/app / social media content

Whilst the club understands that individuals have a right to freedom of speech, there is a Code of Conduct Policy drawn up by our club and by our governing bodies "The AFL & YJFL" that all Clubs, players, coaches, club officials and club members/supporters must abide by for the club to be granted a licence to play. The policy requires that an individual or individuals be held to the same standards for Social Media that they would normally and reasonably be held to in other forms or public communications. Comments or accusations that can be deemed improper, intimidating, racist, sexist or degrading can result in disciplinary action from the YJFL, fines and/or the requirement to attend an Independent YJFL Tribunal. Using the YJFL Reports and Tribunals regulations, behavior which is considered unacceptable can be brought to the Tribunal even if the behavior did not occur on the field and as long as an incident is Australian Rules Football related, then it falls under the jurisdiction of the Tribunal. A breach in the above behaviours is totally unacceptable in Australian Rules Football at any level and will not be tolerated by the BHFJC or the Leagues governing body.

Under the clubs new stance in relation to this policy, BHJFC would like to make it very clear to its players, coaches, officials and club members, that individuals are responsible for their own statements and actions, unless written approval has been granted by the club to make comment on a matter. Any misuse of a Social Networking site on Australian Rules Football matters, which includes comments made about our Club, the League, an opposition player or Club, club member, or official which can be deemed improper, intimidating, racist, sexist or degrading will not be tolerated and the Beverley Hills Football Club will have no hesitation in referring the matter to the YJFL's Independent Tribunal. BHJFC will cooperate with any direction then given by the Tribunal or YJFL offices with regards to the matter.

Breach of this Policy

A breach of this policy may also involve a breach of other Club/League policies, such as:

- Coaches, Players and Parents Codes of Conduct
- Racial and Religious Tolerance Policy

Any breach of policy will be considered by the President or a delegate such as the Secretary, Treasurer, Football Operations Manager, and will be dealt with on a case by case basis.

All reports of Cyber Bullying and other technology misuses will be investigated fully and may result in a notification to Police or a Club imposed sanction.

Sanctions

Sanctions may include, but are not limited to, suspension or expulsion from the Club. Parents who breach this policy may be asked to withdraw their child from the Club in cases which adversely reflect on Club. Players & members must be aware that in certain circumstances where a crime has been committed, they may be subjected to a criminal investigation by Police over which the Club will have no control.

In addition, the BHJFC would remind its players, officials, club members and supporters that Social Networking postings whilst you may think they remain in a private domain can be seen by others and made public. Some people recognize the harm and distress this type of behaviour can cause and can bring it to the attention of the Club or the League. Such comments could also lead to civil court proceedings being brought by affected parties.

This is the Policy stance of the Beverley Hills Junior Football Club and this policy is to be read in conjunction with any other AFLVic or League Policies that may apply.

BHJFC POSITION STATEMENT FOR HELMETS AND MOUTHGUARDS

Mouthguards:

- In line with official AFL recommendations the use of mouthguards at BHJFC is mandatory for the prevention of dental and facial injuries.
- Dentally fitted laminated mouthguards offer the best protection. “Boil and bite” type mouthguards are not recommended as they can dislodge during play and block the airway.

Helmets:

- Helmet use at BHJFC is an individual decision. There is no scientific evidence supporting helmets preventing concussion or other brain injuries in Australian football. A player using a helmet should be aware of this and not play recklessly with the expectation of protection for the head.
- Helmets may have a role in the protection of players on return to play following specific injuries (eg face or skull fractures)

Date of review: 17th Feb 2014
Reviewer: Tony Chan
Next review date: annually

BHJFC CONCUSSION GUIDELINES

Purpose:

To provide for the welfare of players and guide coaches, support staff and parents in the recognition and management of head injuries.

These guidelines are those recommended by the AFL for community football and published on their website.

Concussion:

This is defined as a mild brain injury caused by trauma resulting in temporary dysfunction of the brain.

Trauma can be a direct blow to the head or indirectly during a bump. Dysfunction refers to impaired memory or thinking.

Policy:

- Any player with suspected concussion (see below for signs and symptoms of concussion) must be withdrawn from playing or training immediately.
- No player with concussion should be returned to play in the same game.
- All players with concussion or suspected of concussion need an urgent medical assessment.
- In the days or weeks following concussion, a player should not be allowed to return to play or train until they have had a formal medical clearance.

Concussion Management:

1. Suspect Concussion

At the time of injury it is important to be able to recognise concussion.

Use the SCAT2 card of 1. symptoms, 2. signs and 3. abnormal behaviour (see below) to aid assessment. In the presence of any one of more of the listed symptoms, physical signs or abnormal behaviour, concussion should be suspected.

Pocket SCAT2

Sport Concussion Assessment Tool 2



FIFA®



Concussion should be suspected in the presence of any one or more of the following: symptoms (such as headache), or physical signs (such as unsteadiness), or impaired brain function (e.g. confusion) or abnormal behaviour.

1. SYMPTOMS

Presence of any of the following signs & symptoms may suggest a concussion.

- » Loss of consciousness
- » Seizure or convulsion
- » Amnesia
- » Headache
- » "Pressure in head"
- » Neck Pain
- » Nausea or vomiting
- » Dizziness
- » Blurred vision
- » Balance problems
- » Sensitivity to light
- » Sensitivity to noise
- » Feeling slowed down
- » Feeling like "in a fog"
- » Don't feel right"
- » Difficulty concentrating
- » Difficulty remembering
- » Fatigue or low energy
- » Confusion
- » Drowsiness
- » More emotional
- » Irritability
- » Sadness
- » Nervous or anxious

2. MEMORY FUNCTION

Failure to answer all questions correctly may suggest a concussion.

"What venue are we at today?"

"Which half is it now?"

"Who scored last in this game?"

"What team did you play last week / game?"

"Did your team win the last game?"

3. BALANCE TESTING

Instructions for tandem stance

"Now stand heel-to-toe with your non-dominant foot in back. Your weight should be evenly distributed across both feet. You should try to maintain stability for 20 seconds with your hands on your hips and your eyes closed. I will be counting the number of times you move out of this position. If you stumble out of this position, open your eyes and return to the start position and continue balancing. I will start timing when you are set and have closed your eyes."

Observe the athlete for 20 seconds. If they make more than 5 errors (such as lift their hands off their hips; open their eyes; lift their forefoot or heel; step, stumble, or fall; or remain out of the start position for more than 5 seconds) then this may suggest a concussion.

Any athlete with a suspected concussion should be IMMEDIATELY REMOVED FROM PLAY, urgently assessed medically, should not be left alone and should not drive a motor vehicle.

2. Refer for medical evaluation

The player now needs referral for medical assessment

A player with any of the following should be sent immediately to hospital in an ambulance

- a) LOC (anything other than momentary)
- b) Seizures
- c) Neurological signs
- d) Persistent vomiting or increasing headache post-injury
- e) Deterioration of conscious state post-injury (e.g. increased drowsiness)

- f) Neck pain or spinal cord symptoms
- g) Obvious skull fracture (CSF rhinorrhoea/otorrhoea) or facial trauma

3. Medical clearance before return to training and playing

After a concussion, the player needs a period of rest to allow recovery. During this time the symptoms, signs and abnormal behaviour as per SCAT2 are monitored for.

The player cannot return to training or playing until given a medical clearance by a doctor. This should start with rest until complete resolution of all features of SCAT2 followed by graded return to activity.

An example of a graded return to activity would be as follows:

1. No activity Complete physical and cognitive rest Recovery
2. Light aerobic exercise
3. Light aerobic exercise can be commenced 24-48 hours after resolution of symptoms
 - Walking, swimming or stationary cycling
 - keeping intensity < 70% maximum predicted heart rate
 - No resistance training
4. Sport-specific exercise
 - Light training drills (e.g. running, ballwork etc).
 - No head impact activities
 - Add movement
5. Non-contact training drills
 - Progression to more complex training drills.
 - May start progressive resistance training exercise, coordination and cognitive load
6. Full contact practice
 - Following medical clearance participate in normal training activities
 - Restore confidence and assess functional skills by coaching staff
7. Return to play Normal game play

Date of review: 17th February 2014

Reviewer: Tony Chan

Policy review date: Annually

TRAINING AND SELECTION POLICY

Mission Statement

To provide positive life learning experiences through junior football development, to as many players as possible in our community.

Training

All players of the same age group are to train together as a squad on the same night(s).

Coaches can break up players into groups for specialized training and/or drills but training is not to be conducted in a way that creates separate teams within one age group.

Reasons:

- Players are able to judge their ability and improvement against their peers.
- Coaches are also able to judge players potential & improvement.
- Players have a feeling of belonging to one squad\team.
- Players get to know team's style of play
- Assist with player rotations.
- Promotes one squad

Under 12s & Below

Tackers to Under 12's selections of players in a particular team are to be primarily based on Schools attended and/or known friendships. At this age level the focus is on development of players' skills, knowledge of the fundamentals of team play & having fun.

As well when selecting team's consideration should also be given to:

- Continued development of each player no matter their ability
- All players are to play as close to three quarters per game in the home and away games of the season
- Consideration of player size, strengths, weaknesses and skills so that a reasonable balance can be achieved in the individual team selection and positioning

Selection – Two Teams per age group Under 12's and below

For Tackers to Under 12's it is still important to have regard to friendships especially for new players to the Club however teams need to be selected having regard to:

- Both teams being competitive in their respective YJFL divisions
- Consideration of player size, strengths, weaknesses and skills so that a reasonable balance can be achieved in the individual team selection and positioning
- Rotate up to 4 players each week (if required).
- If a Coach and/or a Team Manager has a child in the age group that they are involved then that child is to generally be selected in the same team that the Coach/Team Manager coaches/manages. The child/children can be rotated with agreement of both Coaches/Team Managers involved in that agegroup.
- The Football Operations Committee will continually review the competitiveness of both teams, and performances will be discussed with Coaches if and when required.
- All players are to play as close to three quarters per game in the home and away games of the season.
- It is a priority that Coaches develop one squad within an age group.
- Each team is to have an equal (+/- 1) number of players each week e.g. (20 -21 players)
- To assist in maintaining the above guidelines both Coaches need to assess and continually review each player's stage of physical development, level of skill and understanding of the game.

Under 13's to Colts

Teams will firstly be established based on the age of players: U13, U14, U15, U16 & U17

U16 are referred to as Colts 2

U17 are referred to as Colts 1

Where more than one team exists in each age group, the selection of players in these teams within the same Age Groups is to be based on **merit**

- In considering "**merit**" the following should be taken into consideration
 - Player's ability
 - Player's physical development
 - Player's attitude
 - Player's adherence to relative Codes of Conduct
 - Player's adherence to team rules
 - Player's attendance at training
 - All players are to play as close to three quarters per game in the home and away games of the season.

Selection – Two Teams per Age Group under 13's to Colts

- Rotate up to 4 players each week (if required).
- If a Coach and/or a Team Manager has a child in the age group that they are involved then that child is to generally be selected in the same team that the Coach/Team Manager coaches/manages. The child/children can be rotated with agreement of both Coaches/Team Managers involved in that age group.
- The Football Operations Committee will continually review the competitiveness of both teams, and performances will be discussed with Coaches if and when required.
- All players are to play as close to three quarters per game in the home and away games of the season.

- It is a priority that Coaches develop one squad within an age group. (with the exception of colts)

U13/14/15

- Each team is to have an equal (+/- 1) number of players each week e.g. (20:21 players)

Colts: U16/U17

- Each team is to have an equal (+/- 1) number of players each week e.g. (20:21 players). Where rotation between the Colts 1 & 2 sides is required, the rotation of players is to be based on the balance of the teams (ie ruckman, rover etc)
- To assist in maintaining the above guidelines both Coaches need to assess and continually review each player's stage of physical development, level of skill and understanding of the game.

Guidelines - Selection for All Age Groups

- In accordance with YJFL rules the maximum number of players that play in each home and away game is 24 players
- If an Age Group has more than 24 players registered then a rostering system is to be introduced at the commencement of the season
- The roster will nominate which home and way round each player is to be rostered off.
- If a player is called up to play when rostered off due to shortage of players that player is still deemed to have taken their turn of being rostered unless a swap sanctioned by the Coach/Team Manager is agreed between the players.
- Any player who is unavailable for a game in which they are not rostered off will not be deemed to have taken their turn of being rostered off unless a swap sanctioned by the Coach/Team Manager is agreed between the players. A swap is preferential.
- Players rostered off will, if practicable, be offered a game in a higher age

group.

- Coaches are to also encourage rostered players to participate in game day off field duties. (ie take stats, carry water etc)
- All players are to play as close to three quarters per game in the home and away games of the season.
- Appointed representative(s) of the Football Operations Committee will attend training & games on a regular basis so that assistance can be provided to the Coaches working within these Guidelines.
- Initial inquires regarding team selection should be directed in the first instance to the age group Coaches, and secondly to Football Operations Committee representative, or alternatively put in writing to the Club Secretary.
- Top up of players should preferably come from the lower ranked team to the higher ranked team within the same age group so long as players from a lower age group are available to top up the lower ranked team. (For e.g.: player from U11 Gold would go to U12 Blue and if need be players from U12 Blue go up to U12 Gold.)
- If this cannot be achieved then top up players for both teams may come from the lower age group. Coaches must consult with each other as soon as they become aware of the shortfall in player numbers. **Football Operations must be consulted prior to any decisions being made in playing younger aged players up.**
At all times the club, coaches and its representatives must abide by YJFL bi-laws in relation to top up and rotation of players.
- Where player from a lower age group tops up in a higher age group the lower age group player should not take the field in place of player of the higher age group (i.e. start the lower age group players on the bench and interchange them during the game for injured players or as part of game day rotations. Don't start the lower age group player on the ground and start the higher age group players on the interchange bench)
- During the course of the home and away season each player is to be rotated through as many positions as possible so that they can gain experience and learn how to play different areas (i.e. Forwards, Backs, & On Ball). Further the same player(s) are not to start on the interchange bench eachweek.

- **Captain Selection:** It is club policy that the opportunities for players to develop leadership skills are maximized. From Tackers to U14's, the position of captains and Vice-Captains will be rotated weekly, although the coach may choose specific team leaders for all finals games.
- At U15's and Colts, the coach may choose team leaders and leadership groups for the season.

Finals Policy

- Every player participating in all finals games are required to play a minimum of 1 quarter of football with a recommendation by the Committee of 2 quarters preferred where possible. Coach's discretion should be used in regard to the above with consideration to team structure and team balance.

Coaches Policy

- The Director of Coaching and Football Operations make all Coaching appointments. The Coach is the Senior Official of the age group to which he is appointed. The Committee places full support in the Coach of a team. If there is a concern, it should be referred to the head of Football Operations.
- The general policy is that each Coach shall coach a team for one year and if all reviews are positive shall be given the same team for two consecutive years. This does not preclude the Coach applying for that team at a future date. The Committee feels that the development of the players is of the utmost importance.
- For a coach to be eligible to apply for further consecutive year/s with the same age group of players;

Football Operations will consider the following:

- A The coach has not been placed with another team. B
- A suitable candidate has not applied.
- C Considerable effort has been made to find a suitable applicant.

Objectives

- A Provide new opportunities for players and officials.
- B Eliminate risk of complacency and generate new enthusiasm.
- C Increase opportunities to utilize coaching skills across the board.
- D Enhance player development by exposure to as many quality coaches as possible.

Recruitment

Coaches are advised that no official of the club may approach players from another club (although the club has no control over players and parents). If coaches have insufficient players, they should liaise with the match committee as soon as possible to implement a plan. The secretary has lists of past players who may not have played for a season or two. In general other players are the best form of recruitment.

Policy Review date December 2011

GOOD SPORTS POLICIES



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Club Form

Smoke Free Policy

BEVERLEY HILLS JUNIOR FOOTBALL CLUB

Rationale

BHJFC recognises that:

- Environmental (second-hand) tobacco smoke is a health hazard and that non-smokers should be protected from it.
- Role modelling can have a significant impact upon the junior members of the club.
- Smoke free areas make smoking less visible and less socially acceptable.
- Smoke free areas support smokers who are trying to quit as well as reduce their overall cigarette consumption.
- Outdoor smoke free areas help to reduce the amount of cigarette butt litter (reducing clean-up costs, fire risk and children's health risk due to swallowing discarded butts).
- Smoke free environments are advantageous in attracting new members as well as positively promoting the club in the community.

New Victorian legislation (*Tobacco Amendment Act 2013*) also bans smoking within 10 metres of a sporting venue that is an outdoor public place during underage (U18) competitions, training or practice sessions or any break or interval during these underage activities.

Accordingly, the following policy shall apply to all members, administrators, officials, coaches, players, spectators, visitors and other volunteers and/or staff of the club.

General

- Cigarettes and other tobacco products will not be sold, including from vending machines, at any time at or by the club.
- Coaches, players, officials and volunteers will refrain from smoking while involved in an official capacity for the club, on and off the field.
- No images of club volunteers, members, officials, coaches and players smoking at club-related activities are to be placed on social media.

Smoke Free Areas

The BHJFC requires the following areas of the club's facility/sporting ground to be smoke free:

- All indoor areas
- All outdoor playing/training areas
- All spectator areas (standing and seated, covered and uncovered)
- All canteen, catering and eating and drinking areas

Smoke free areas will be signed (where possible) and promoted in club materials. A designated smoking permitted area is located behind club rooms.

Functions

- Club functions, including social and fundraising events and meetings, held at club facilities are to be smoke free.

- Club functions, including social and fundraising events and meetings, held away from club facilities are to be smoke free wherever possible.
- If provided, smokers may only smoke at outdoor designated smoking areas and are to dispose of cigarette butts safely before entering facilities.
- Invitations and advertising for functions, meetings and events will be promoted as smoke free.

Non-compliance

All club committee members will enforce the smoke free policy and any non-compliance will be handled according to the following process:

- Explanation of the club policy and the Victorian tobacco laws to the person/people concerned, including identification of the areas in which smoking is permitted
- Continued non-compliance with the policy should be handled by at least two committee members who will use their discretion as to the action taken, which may include asking the person/ people to leave the club facilities or function.

Policy Promotion

The club will promote the smoke free policy regularly by:

- Putting a copy of the policy in club newsletters and printed member/player information and on the website.
- Promoting positive smoke free messages through the club's social media.
- Displaying a copy of the policy in the club social rooms.
- Periodic announcements to members at functions.
- Placing non-smoking signage in prominent locations both indoors and outdoors.

The club recognises the importance of educating club members, particularly players, of the benefits of implementing a smoke free policy and will endeavour to provide information to assist this process.

Policy Review

This policy will be reviewed annually to ensure it remains relevant to club operations and reflects both community expectations and legal requirements.

Signed: 

Signed: 

Position: VUE PRESIDENT.

Position: SECRETARY

Date: 8-5-15

Date: 8-5-15

Next policy review date is: September 2015

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Alcohol Management Policy

BEVERLEY HILLS JUNIOR FOOTBALL CLUB

This policy provides the basis for the responsible use of alcohol by the Beverley Hills Junior Football Club and is seen as fundamental to the aims of the club.

The club recognises the importance of holding a liquor licence, enabling it to generate income and hold social functions. In doing so however, we accept the responsibilities and expectations of the community in adhering to liquor licensing laws and the criteria of the *Good Sports* program.

To ensure the aims of the club are upheld and that alcohol is managed responsibly by the club and its members, the following requirements will apply when alcohol is served at the club or during a club function.

Serving Alcohol

Alcohol will be served according to the legal and moral requirements of the club's Liquor Licence with the safety and wellbeing of patrons as the priority.

- The club maintains a current appropriate Liquor Licence
- Only RSA trained personnel will serve alcohol
- Bar personnel do not consume alcohol when on duty
- People under 18 will not serve alcohol
- The club does not encourage excessive or rapid consumption of alcohol
- When serving non pre-packaged alcohol, standard drink measures will be served at all times
- Information posters about standard drink measures will be displayed at the bar
- The club's Liquor Licence and all legal signage will be displayed at the bar
- Names of RSA trained bar personnel will be displayed
- An incident register shall be maintained and any incident recorded

Intoxicated Patrons

- Drunk patrons will not be permitted to enter the premises
- Alcohol will not be served to any person who is intoxicated or drunk
- Bar personnel will follow RSA training procedures when refusing service
- Drunk patrons will be asked to leave the premises (after appropriate safe transport options are offered)

Underage Drinking

- Alcohol will not be served to persons aged under 18
- Bar personnel and committee members will ask for proof of age whenever necessary or whenever in doubt
- Only photo ID's will be accepted as 'proof of age'

Alcohol Alternatives

The club recognises that alcohol is not the only revenue stream available and actively encourages the sales of alternative products to that of alcohol.

- Tap water is provided free of charge (where available)
- One low-alcoholic drink and at least four non-alcoholic drink options are always available and are at least 10% cheaper than full-strength alcoholic drinks
- Substantial food is available when the bar is open for more than 90 minutes or more than 15 people are present
- The club will avoid using alcohol for player awards and fundraising prizes

Safe Transport

The club has a (separate) Safe Transport Policy that is reviewed regularly in conjunction with this Alcohol Management Policy.

Smoke-Free

The club has a (separate) Smoke Free Policy that is reviewed regularly in conjunction with this Alcohol Management Policy.

Club Trips

The club will monitor and ensure any club trips, particularly end of season player trips, strictly adhere to responsible behaviour and alcohol consumption in accordance with the principles of this policy and the aims of the club.

Non Compliance

All club committee members will enforce the alcohol management policy and any non-compliance, particularly in relation to Licencing Laws and will be handled according to the following process:

- Explanation of the club policy to the person(s) concerned, including identification of the section of policy not being complied with, and
- Continued non-compliance with the policy should be handled by at least two committee members who will use their discretion as to the action taken, which may include asking the person(s) to leave the club facilities or function

Committee Policy Management

The presence of committee members is essential to ensure the operation of the bar and compliance with this policy. At least two committee members who are RSA trained are required to be present at all club functions when the bar is open.

Key responsibilities of the duty committee members are to:

- Meet visiting police, cooperate and assist with any inquiries,
- Compliance in respect of persons under 18 years of age on premises,
- Recording any incidents in the incident register, and
- Ensuring strict compliance with all sections of this policy in accordance with legal requirements and the *Good Sports* program.

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GoodSports.com.au



Club Form

Safe Transport Policy

BEVERLEY HILLS JUNIOR FOOTBALL CLUB

This policy aims to provide a basis for the responsible use and/or non-use of alcohol by the Beverley Hills Junior Football Club and to avoid any incidents as people travel to or from the club and its events.

The Club understands and accepts its responsibility to the safety of our members and friends. The following requirements will apply when alcohol is served, either at the club or during a club function

- Bar staff shall encourage members and visitors to make alternate safe transport arrangements if they are considered to exceed .05 blood alcohol concentration (or .00 if probationary driver)
- Telephone calls will be made free of charge to arrange a taxi or other transport
- Contact telephone numbers for taxi services will be clearly displayed
- In specific cases, where a designated driver nominated by the club has accepted the responsibility to drive others home safely, the club will provide non-alcoholic drinks and bar food free of charge
- Bar servers will be provided non-alcoholic drinks and bar food free of charge by the club (only for club bar staff)
- Where available club transport will be provided to/from events
- A key register will be implemented
- Taxi vouchers will be considered as part of selected raffle prizes/player awards
- Committee will pre-order taxis to arrive at the venue at the conclusion of the function.

Policy Review

This policy will be reviewed annually to ensure it remains relevant to club operations and reflects both community expectations and legal requirements.

Signed: 	Signed: 
Position: <u>VICE PRESIDENT</u>	Position: <u>SECRETARY</u>
Date: <u>8-5-15</u>	Date: <u>8-5-15</u>

Next policy review date is: 15/09/2015



CLUB SONG



(To the tune of *Grand Old Flag*)

We're a Grand young Team

We're a High flying Team

We wear the emblem for me and for you

It's the emblem of the Team we love

The good old maroon and the blue

Hear our supporters roar

Every time that we score

And it gives them all a thrill

Don't let the effort be forgot

We are the boys from **Beverley Hills**