



# Wyndham Community Football Inc.

## Members Handbook

2015 - Version 4

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## Association

Wyndham Community Football Incorporated (WCF Inc.) is a registered not-for-profit association under the Associations Incorporation Reforms Act 2012. Its association number is A0062394S. The Australian Business Number (ABN) of Wyndham Community Football Inc. is 344 234 739 23.

Wyndham Community Football aims to provide an opportunity for every member of the Wyndham Community to play football. The Wyndham Community Football league and Wyndham Cup tournaments shall be organised during the winter season and spring/summer seasons respectively. We aspire to include females and males of all backgrounds and ages to prioritise participation and the enjoyment of the game by all.

## Contact Details

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P.O. Box 8257, Tarneit, Victoria 3029

General Email: [wyndhamcommunityfootball@gmail.com](mailto:wyndhamcommunityfootball@gmail.com)

Website: [www.wyndhamcommunityfootball.com.au](http://www.wyndhamcommunityfootball.com.au)

Facebook: [www.facebook/wyndhamcommunityfootball](http://www.facebook/wyndhamcommunityfootball)

### OFFICE-BEARERS

President: Yunos Majeed    Mobile No. 0459 487 030  
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Secretary: James Yin        Mobile No. 0449900796  
Email: [jamesyin@wyndhamcommunityfootball.com.au](mailto:jamesyin@wyndhamcommunityfootball.com.au)

Treasurer: Cris Cabral       Mobile No. 0414209118  
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### Committee Members

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## Format

To be decided depending on the number of teams.

## Game day

Matches will take place on Saturdays, Sundays and/or evening matches depending on number of teams participating

All teams must have photo ID form completed and all players must produce photo ID together with their FFA registration number in the registration forms and team sheet before the match commences in order to play. Failure to do so means that the player concerned shall be ineligible to play in that match or subsequent matches until all documents are provided to the match officials.

Players are not allowed to smoke, drink alcohol or use/possess non-prescribed drugs while in the match premises. Failure to abide by this may result in suspension and fines. Any criminal activity will be reported to the police.

In the event that the match is called off (at no fault of either team); if it is during the first half of the match the game will be a draw unless a replay can be agreed by both teams; if it is during the second half of the game then the score at that time will stand.

Substitutions will be maximum of 4 (four) players for ages 16-30 and maximum of 7 players for ages 31 above. There shall be unlimited substitutions for ages 10-12 and 13-15. Substitutions must be permitted by the referee every time (only during match stoppages).

## Game duration

Two halves of 30 or 35 minutes each with a 10 minute break in between. Two halves of 25 minutes each with a 10 minute break in between is applied for younger age groups. Any team that is not ready to play 10 minutes after their allocated start time will forfeit their match (with a 0-3 result). If both teams are not ready to play 10 minutes after their allocated start time then the game will be a 0-0 draw, unless the referee and both team captains agree to play 15 minute halves.

## Match Day officials

1. Teams playing in the competition will be responsible to pay the match referee an allowance of \$50 per match except for ages 10-12 and 13-15 where the referees officiating these age groups won't charge any fees.
2. Linesmen and 4<sup>th</sup> officials officiating matches shall not be paid allowances.
3. All match referees and linesmen shall be trained officials who have undergone a referee's course organised by an approved Football Federation.
4. If teams wish to pay for a higher grade match referee other than those allocated by WCF, then it will come at additional cost to the teams. WCF shall arrange for a higher grade referee upon request from the teams subject to availability of FFA referees.

## Clothing and Footwear

Players are not allowed to wear watches/pendants, rings and other ornaments that may jeopardise/injure a player. The referee's decision is final on this matter. All players must wear shin guards and boots with non-metal studs.

Players must wear matching coloured tops except for the goal keeper who must wear a different coloured top. In the event that both teams have the same coloured tops, the 'visiting' team (second on the fixture) will be required to change their tops or wear bibs. All players' tops/bibs must display a unique number (two players cannot have the same number or swap numbers during the game) in order to be identified by the referee.

Failure to abide by these conditions may result in all relevant players not being allowed to play.

## Equipment

Match day equipment (e.g. goal nets, match balls, corner posts, assistant refs flags) will be the responsibility of all teams involved. Teams involved are to assist with keeping the equipment as instructed by WCF Committee Members.

## Competition

The Wyndham Community Football League and the Wyndham Cup is for ages 10-12, 13-15, 16-30 and 31 and above for both female and male players. However, we would still like to receive expressions of interest from players of any age for future planning.

- Full sized pitch with regular FIFA Laws of the Game

## Venue

Football grounds around Wyndham, but predominantly:

- Victoria University Sports Complex, Gate 5, Hoppers Lane, Werribee
- Hummingbird Boulevard Reserve, Hummingbird Boulevard, Tarneit
- Arndell Park Synthetic Pitch, Federation Boulevard, Truganina
- The Grange Synthetic Pitch, Hogans Road, Hoppers Crossing

## Registration

1. Each player needs to register to their chosen team through My Football Club.
  - a) This can be accessed via [www.myfootballclub.com.au](http://www.myfootballclub.com.au) – see process below
  - b) This registration will allow the individual to play in the competition; no players will be eligible to play until they have registered through My Football Club.
2. Teams will be responsible for ensuring that each member is registered correctly via My Football Club.
3. Registrations will open on My Football Club on Wednesday March 25<sup>th</sup> 2015.
4. Anyone who wishes to play, but does not have a team, can contact WCF's Secretary who will attempt to find a team for them to play in.

Player Registration Process:

Players first need to have an FFA number (if they have registered with FFA before then they will already have one). To get a number they should go to <https://live.myfootballclub.com.au/Signup/FFAMemberSignup.aspx?StartAt=Waivers>

(alternatively go to [www.footballfedvic.com.au](http://www.footballfedvic.com.au) click on 'Player HQ', then click on 'Registration', then click on 'MyFootballClub Create Account') and fill out their details.

Steps to get FFA Number:

1. Go to [www.myfootballclub.com.au](http://www.myfootballclub.com.au)
2. Go to Register Now
3. Go to Player Registration
4. Click [here](#) to create A/C
5. Click Agreement
6. Fill in details

YOU WILL GET YOUR FFA NUMBER

Once they have their FFA number they then need to register with WCF. To do this go to <https://live.myfootballclub.com.au/SelfReg/Login.aspx?chkcookie=1&ReturnUrl=/SelfReg/default.aspx> (alternatively go to [www.footballfedvic.com.au](http://www.footballfedvic.com.au) click on 'Player HQ', then click on 'Registration', then click on 'MyFootballClub Login') to login and fill out their details. Payments to be made to Wyndham Community Football (\$30) for the Cup and (\$50) for the league.

Team Registration Process:

Once players are registered with WCF, team managers can add players to the attached team registration sheet. Once all players are listed (additional players can be added during the season), the team manager should submit the team registration sheet to WCF's Secretary. If the team wishes to have a weekly training session, preferred times and venues should be sent to WCF's Secretary and the team fee (\$450) should be transferred to WCF's bank account, details below.

Account Name: Wyndham Community Football Inc.

BSB / Account No.: BSB: 083673 A/C: 922961166

National Australia Bank (NAB) – Hoppers Crossing Branch – Pacific Werribee

## Registration Fees

1. Season fees payable by players will comprise of Wyndham Community Football Fees and any fees that the individual team is charging.
2. WCF will be charging for ground hire for competition and FFV/FFA registration which includes insurance. The 2015 season fees are AUD \$50 per player (League) and \$30 per player (Cup)
3. Individual teams may charge for uniforms, training and equipment on top of the WCF season fees.
4. WCF Fees are to be paid to the WCF Bank Account.

## Discipline

1. WCF expects sportsmanship to be displayed by everyone involved. This includes players, officials, administrators and spectators.
2. There will be a zero tolerance approach when it comes to abuse aimed at any person in attendance at a WCF match. Players, officials and spectators are all included in this.
3. Any misconduct under these rules will be dealt with by the committee in accordance with the WCF discipline policy.
4. Any player banned from any FFA competition will not be allowed to participate in this league.

## Coaches and Team Managers

Will be appointed by the individual team.

## First Aid

Teams will be responsible for their own first aid including the training and resourcing (first aid kits) of first aiders. WCF will look to offer first aid training courses to teams where possible however it is the team's responsibility to ensure they manage their first aid requirements.

## Training days and times

Weekly training for teams can be arranged at an additional team fee of AUD \$450 for the entire season. Training can only be held once a week. Teams requesting training may nominate preferred time and venue subject to council approval.

## Ladders and Finals (League and Cup)

1. There will be ladders and finals for all competitions. Teams will be ranked on points, then goals difference, then goals scored and finally goals conceded.
2. There will be no extra time played during the league proper. Matches with tied scores at full time will be deemed a draw.
3. 3 points will be awarded for a win, 1 point for a draw and 0 points for a loss. Teams that have a walkover will have a 3-0 goal win.
4. Finals will be played over 2 weeks at the completion of the season games (League). The top 4 teams will contest finals for the league season. The Cup Finals shall be played for a day.
5. In the first week of finals (league), teams that finished 1<sup>st</sup> and 4<sup>th</sup> will play each other and teams finishing 2<sup>nd</sup> and 3<sup>rd</sup> will play. In the result of a draw (during all finals), there will be 7.5 minutes of extra time played each way (15 minute total with no half time break). If the match is still a draw then the result will be decided with a penalty shoot-out. This applies to both the league and cup matches.
6. For the Cup, the top 2 teams in each age group will contest the finals.

## 2015 season draw

1. The draw will be released once the team entries have been confirmed.
2. The season will be 14 rounds and 2 weeks of finals (league) and a total 4 weeks for the Cup including a day for the finals.
3. The Cup tournament will commence on 21<sup>st</sup> November 2015 and end on 13<sup>th</sup> December 2015. The league tournament will commence around April or May 2016 and ends on August 2016 depending on the number of teams.

## Important dates for season 2015

**Closure for team submission:** Wyndham Cup 2015 – 1<sup>st</sup> November 2015. Wyndham League 1<sup>st</sup> March 2016.

**Commencement of Season:** Wyndham Cup 2015 on 21<sup>st</sup> November 2015. Wyndham Community Football League on April/May 2016

**Grand Final:** Wyndham Cup 2015 on 13<sup>th</sup> December 2015. The Wyndham Community Football shall be around August 2016 or September 2016.

## Rules

- FIFA Laws of the game will apply to all competitions.
- Anyone involved with the WCF league or related activities must abide by the relevant code of conduct(s) (listed below), WCF rules/laws and the explanations provided in this handbook.

## Players Code of Conduct

- (a) Play by the Rules and within the spirit of the game;
- (b) Do not argue with the match official. If you disagree, have your captain or coach approach the match official during a break in play or after the match is concluded;
- (c) Control your temper. Verbal abuse of officials or other players, deliberately distracting or provoking another person is not acceptable or permitted in any sport;
- (d) Maintain your focus and work hard for yourself and your team;
- (e) Be a good sport and be prepared to acknowledge good play whether it is from your team or the opposition;
- (f) Treat all players as you would like to be treated. Do not interfere with, bully or take unfair advantage of another player;
- (g) Cooperate with your coach, team mates and opponents. Without them, there would be no competition;
- (h) Play for your own enjoyment, and not just to please parents and coaches;

- (i) Remove all jewellery prior to training and match play, as it is a hazard to you and those around you;
- (j) Do not accept or use any banned or unauthorised drug(s), including the consumption of alcohol at any time.
- (k) Consent to, where appropriate, qualified officials administering such emergency medical treatment as is reasonably necessary and that you (the player) will be responsible for any costs associated with such emergency medical treatment from a medical practitioner, hospital or ambulance service.

## **Coaches Code of Conduct**

- (a) Remember that players participate for the fun of it and that winning is not everything;
- (b) Be reasonable in your demands on younger players time, energy and enthusiasm,
- (c) Teach your players to abide by the Rules and Laws of the Game;
- (d) Ensure that equipment and facilities meet a reasonable safety standard and are appropriate to the age and ability of the players;
- (e) Modify your approach to suit the skill levels and needs of players;
- (f) Develop and enhance respect between players, opposition coaches and the decisions of the match official;
- (g) Follow the advice of a physician when determining the extent of a player's injury and beyond that, when players are returning from injury to train/ play;
- (h) Keep up to date with the latest coaching practices (refer to Coach Accreditation Criteria);
- (i) Take time out to teach players (& others) the Laws of the Game, hence raising their awareness;
- (j) Remind all players to play within the spirit of the game at all times;
- (k) Ensure players are good sports and ensure each team member shakes the hand of their opponents at the conclusion of every match;
- (l) Do not smoke or consume alcohol from the team bench (Technical Area) or sideline;
- (m) Remember the actions of yourself and your team is reflective of the perception others take away with them.

## **Spectators Code of Conduct**

- (a) Applaud good play and performances from both teams, and be forward in congratulating all participants on their performance regardless of the final outcome;



- (b) Respect the match official's decisions on the day;
- (c) Condemn the use of violence in any form, be it by spectators, coaches, officials or players;
- (d) Show respect to for both teams when watching matches, because without them there would be no game;
- (e) Encourage players to follow rules and accept the decision of the match official;
- (f) Do not intimidate, harass or use foul language towards, players, match officials, Club Officials or spectators.

## **Administrators Code of Conduct**

- (a) Help coaches and officials highlight appropriate behaviour and skill development, and assist in raising the standards of coaching and officiating;
- (b) Ensure everyone involved in football emphasises fair play, and not winning at all costs;
- (c) Be tolerant and calm under pressure and approach problem solving in a supportive manner as members and players will expect you to set an example for others;
- (d) Make every effort to educate persons who breach these guidelines from time to time.

## **Match Officials Code of Conduct**

- (a) Modify your approach to suit the skill levels and needs of players;
- (b) Praise and encourage all participants;
- (c) Be consistent, objective and courteous when making decisions;
- (d) Do not tolerate unsporting behaviour and promote respect for all opponents;
- (e) Emphasise the spirit of the game rather than focus on negative aspects;
- (f) Encourage and promote rule changes to all players and members;
- (g) Be a good sport yourself, as actions speak louder than words;
- (h) Keep up to date with the latest trends in refereeing;
- (i) Remember that you set the example on the park, therefore, your behaviour and comments should always be positive and supportive.

**END**