



## Player Registration Policy

### VACANCIES

Are determined by the Registrar upon the expiration of the deadline date in the first instance and then as players leave the club throughout the season.

### PRE-SEASON REGISTRATIONS

First preference	<i>is given to</i>	**Last seasons players	via email notification in October (subject to deadline)
Second preference	<i>is given to</i>	**Siblings of last seasons players	via email notification in Dec/January (subject to deadline)
Third preference	<i>is given to</i>	People listed on waiting list	in date order of their placement on the waiting list
Fourth preference	<i>is given to</i>	Other enquiries	in date order of their application
Fifth preference	<i>is given to</i>	Applicants on Registration Day	in the order they are received on the day

### CURRENT SEASON REGISTRATIONS

For the period commencing from the “Dead Line Date” to the “Last Round” of the season applications will be processed and vacancies filled via the following:

First preference	<i>is given to</i>	People listed on the waiting list	in date order of their placement on the waiting list
Second preference	<i>is given to</i>	Incoming enquiries	in date order of their application

### \*\*DEADLINE

Offers for “First & Second Preference” registrations will be subject to a “Deadline date”. The date will be determined each year by the Registrar and communicated via email.

The full onus of Renewing Online Registration on or before the deadline remains with the Player/family. If a player fails to Renew Online by the set deadline it will be assumed that they do not intend on returning and his/her place in the team/club will be deemed vacant and made available to others from the deadline date forward.

### WAITING LIST

If a Registration is unable to be accepted because no vacancy exists within the appropriate age group/team, the Registrar must inform the applicant that they are eligible to be included on a waiting list and in so doing they will then be contacted when a vacancy occurs. The Registrar is obligated to keep an accurate and detailed record of all applicants wishing to be placed on the Waiting List.

### REGISTRATION ENQUIRIES

All enquiries on player registrations must be directed to and processed by the club Registrar.

The club Registrar determines what vacancies exist and in which age groups. Committee members, Coaches, Team Managers and other club officials have no official capacity to advise players on whether a vacancy exists within a team or age group and should refrain from doing so at all times. All decisions regarding player placement are made by the Registrar, and that decision is final.

### AGE OF PLAYER

- A player must be aged at least 7 years of age on the 1<sup>st</sup> of January to be eligible to register with our club.
- League Rule: Correct age groups are as follows:

Age as at 1 <sup>st</sup> January	Plays in	Age as at 1 <sup>st</sup> January	Plays in
7 or 8 years	Under 9's	12 years	Under 13's
9 years	Under 10's	13 years	Under 14's
10 years	Under 11's	14 years	Under 15's
11 years	Under 12's	15 years	Under 16's

- All players will be encouraged but not forced to play in their correct age level.

### PLAYING UP – OUTSIDE OF CORRECT AGE LEVEL

- League Rule: Players must be aged at least 8 years of age on the 1<sup>st</sup> of January to be eligible to play up outside their correct age level.
- League Rule: Players are permitted to play up a maximum of two (2) years above their correct age level eg. An Under 10's player must be aged 9 on 1<sup>st</sup> January and can play up into an Under 12's team. An Under 12's player must be aged 11 on 1<sup>st</sup> January and can play up into an Under 14's team and so on.
- If a player's suitability to “play up” from their correct age level is questioned for reasons of safety or similar concerns, the Registrar in conjunction with the Selection Panel will consider all the available information and make an informed decision on the placement of that Player.

- If a player elects to register and “play up” from their normal age level they must accept that, if at some later time, they wish to “correct their age level”, they can only do so if a vacancy exists in their chosen team.

### **ACCEPTANCE / REJECTION OF PLAYER REGISTRATIONS**

The club Registrar is empowered to accept or reject a player’s application to register. If an applicant is rejected and wishes to appeal against this decision they may do so in writing. The matter will then be dealt with by either the Executive or General Committee, whichever is deemed the appropriate authority at the time.

### **APPLICATION PROCESS**

The applicant is obligated to supply all necessary documents to the Registrar in a prompt and timely manner having regard for operational deadlines that exist at that time. **Handing documents to a Coach/Team Manager or other club official is done so at the entire risk of the applicant and the Registrar/committee will not be accountable for any time delays or loss of documents that may occur as a result.**

Upon the Registrars receipt of all required paperwork, a period of not less than 7 days must be allowed for processing of the application.

A player’s application to Register can only be processed once the Registrar is in personal possession of the following:

- The Player having completed BJFC Player Online Registration
- Completed DDJFL Registration card *(new players only)*
- Copy of Birth Certificate *(new players only)*
- Clearance Form *(new players moving from another club)*

### **FEES**

Due Date: All fees are due and payable by the due date as notified at the time of registration.

Financial Hardship: Any player experiencing financial hardship should contact the Registrar.

### **UN-FINANCIAL PLAYERS “NO PAY = NO PLAY”**

Players are deemed to be un-financial if their fees remain unpaid by the due date.

Un-financial members will be ineligible to play or participate in any club/league organized games or attend training sessions at the club.

Players that owe money and/or a club jumper will not be given a clearance to play at another club until their debt is settled and their jumper returned.

### **JUMPER FEE**

A player must not be given a club jumper until a jumper fee has been paid on joining the Club or in the event of a lost/unreturned jumper.

### **RESIGNATIONS / REFUNDS**

A player may resign from the club up to and including Round 3 and obtain a full refund of their Registration Fee, less Insurance and Affiliation Fees. Resignations must be in writing and received by the Registrar on or before Round 3. From Round 4 onwards, Registration Fees are non-refundable.

### **CLEARANCE OF PLAYERS (TO & FROM) & ELIGIBILITY TO TRAIN / PLAY**

Players transferring from another club to the Beaconsfield Junior Football Club are ineligible to train / or play until a full clearance has been received by the Registrar. Once this has been received the Registrar will notify the appropriate Coach and or Team Manager.

Players wishing to transfer to another club will have their clearance form processed without delay. Under normal circumstances, clearance to play at another club will be given, provided that; the player is financial and has returned the club jumper.

If the player is un-financial and/or has not returned the club jumper, a clearance will not be given.

If the Registrar has reason to believe that, due to other circumstances, clearance should not be given, they will notify the Football Operations Manager who will take the necessary action to resolve the matter. If no solution is forthcoming then the matter must be referred to either the Executive or General Committee, whichever is deemed the appropriate authority at the time.

### **TEAM NUMBERS**

Each team is allowed a maximum of 24 players. This applies across all age groups with no exceptions.

### **REPLACING INJURED PLAYER’S**

Only applicable in a team that has 24 players registered.

If a player is injured and considered unfit to play for a period in excess of 6 consecutive weeks they may be replaced temporarily with another player provided that the replacement player and his/her family are fully informed that:

- The position is temporary and will cease to be available once the injured player is fit to return

- The temporary player is required to pay registration fees and a jumper fee. All monies will be due for payment immediately on the processing of his/her Registration form. The amount due will be calculated at the time of application. No refund of fees in full or part will be given to the temporary player if the injured player returns sooner than anticipated.

#### **PLACEMENT OF PLAYERS**

- All registrations are subject to team / age group vacancies.
- New players are slotted into teams or put onto waiting lists on a first come, first serve basis throughout the year.
- The club Registrar is the only person authorized to accept or reject a Player's Application to Register unless exceptional circumstances exist, in which case the application may be referred to either the Executive or General Committee, whichever is deemed the appropriate authority at the time.
- Under 9's to Under 12's Team placement of **new** player's is at the discretion of the club Registrar who, under certain circumstances, may consult with the Selection Panel. In general, teams progress up from the previous age group intact.
- Under 13's to Under 16's Team placement of **new** and **existing** players is subject to the selection process detailed in the Player Selection & Development Policy.

#### **PLEASE NOTE**

- The "Player Selection & Development" Policy is an active component of the "Player Registration" Policy and both documents should be referred to jointly to allow for their correct application.