

# Kingaroy Touch Association

## CONDITIONS OF ENTRY



Kingaroy Touch Association  
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[www.kingaroytouch.com](http://www.kingaroytouch.com)

## KINGAROY TOUCH ASSOCIATION

**Kingaroy Touch Association** is an incorporated, community based, not for profit organisation conducting Touch Football competitions.

**Kingaroy Touch** is part of the officially recognised structure (recognised by Australian Sports Commission) for administering and developing the sport in Queensland, Australia and internationally.

**Kingaroy Touch Football** Affiliate (affiliated with the Australian Sports Commission's recognised National State touch football bodies) and operates at the Kingaroy Touch Football at **Kingaroy Rugby League Grounds**.

**Kingaroy Touch** also conducts junior and adult competitions in Winter and Summer. Open and mixed formats are available. Grades cater for beginners to elite players.

Participants in **Kingaroy Touch** competitions are eligible to represent Sunshine Coast Fraser and Burnett, Queensland and Australia. These opportunities are available to junior, open and over-age players.

**Kingaroy Touch** supports junior development activities. **Kingaroy Touch** provides refereeing and coaching support for school-based Touch. We are also a proud supporter of developing children under 8 to learn the skills of the game and become life-long touch participants.

**Kingaroy Touch** is managed by Non-Executive Directors and an Administrator. Support is provided by a volunteer Referee Manager and Grounds are maintained by volunteers.

Kingaroy Touch non-executive directors are elected by team delegates at the Association's Annual General Meeting (AGM) held in **late** each year.

Information about competitions, including draws, results, rules, and consequences of wet weather are available on Kingaroy's Website: [www.kingaroytouch.com](http://www.kingaroytouch.com)



# KINGAROY TOUCH FOOTBALL ASSOCIATION

## **1. Administration**

Kingaroy's administration office is open Monday 5.00pm to 9.00pm and during competition games. Alternatively, we are available via email

## **2. General Season Information**

**Season 1** commences in the first weeks of the first school term of each year, with up to 2 weeks of grading games. The competition will run for approximately 15 weeks until the last few weeks of the second school term. Opens and Mixed teams are invited to nominate. Grand finals scheduled dates are TBA on the normal competition night. [There may be changes to this format depending on the number of teams nominated and the weather during the season] Season 2 will commence in the first few weeks of the third school term and conclude late in the fourth school term.

## **3. Team Composition**

Kingaroy's competitions are 6-a-side (as per touch football Australia rules) with a **maximum number of 14 registered players**. In mixed competition, the maximum number of males allowed on the field of play is 3. The minimum male requirement on the field of play is 1. Teams must have a minimum of four players to take the field. Fewer numbers than these will result in a forfeit. The minimum age to play in the Senior competition is 13 years. A 12 year old child may be eligible to play in the competition if a letter is written to the committee demonstrating adequate experience of playing the game i.e. Wide Bay School Touch Team and/or Sunshine Coast representation.

## **4. Game Times**

Teams must be available to play all timeslots, as we can attempt to accommodate requests for the exclusion of a particular timeslot upon written request. Game duration will typically be **2 x 20 minute** halves with no half time break. Games will range between a 6:00pm start to a 9:00pm completion.

## **5. Team Registration Requirements**

SEASON 1 and 2 - Mixed and Open Divisions

All team nominations must come with \$100 deposit on that day to gain a place in the grading games the following week.

Individuals can leave their name with us and we will try to find you a team looking for players.

This is a new payment process outlined below so please be aware of the changes after nomination.

NEW

\$ 100 deposit on nomination.

(Refundable if team folds before Round 1)

\$ 100 Week 1 Grading games

\$ 100 Week 2 Grading games

\$ 200 Round 1

\$ 200 Round 2

\$ 200 Round 3

\$ 200 Round 4 {senior teams only}

Each team must get a dated receipt each week showing nightly payment from the desk and show it to the referee before the game can commence.

Teams can pay as much as they want in advance, this will be noted on their receipt.

**Kingaroy Touch** reserves the right to forfeit games by teams that do not pay fees by the due dates. Please note that any team that withdraws after the final payment week, regardless of the number of games actually played, will not receive a refund.

## **6. Player Eligibility**

A team registration number will be provided to each team contact. Team and individual online registration must be completed **by the completion of Round 4**. Only players registered on the data base are eligible to play in the finals series.

Any players with incomplete details on the registration sheet will not be deemed to be registered. They will not be covered for insurance and not be eligible for finals. Players who commence the season after registration forms are due are required to sign the team registration form for insurance purposes. **It is the player's responsibility** to ensure the team card is filled out each game (this includes forfeited games). To be eligible to play in the final series, players must play 5 games during the round fixtures. When signing the card please record both your first and last name.

Players may participate in both Opens and Mixed categories of the competition. However, they are not permitted to play in more than one team in the same category of competition.

## **Pregnancy**

KTA requires players that are wishing to participate in club activities while pregnant to supply a letter from their medical practitioner. The letter must state that their doctor has clearly informed the player concerned of the risks involved with play Touch while pregnant. [This letter cannot be written by the player themselves.]

## **7. Team Names**

Each team is to propose a team name when submitting a nomination form. Names deemed to be offensive or in poor taste will be rejected. Teams in the same competition must have different names. A team proposing a name that has already been taken will be asked to propose an alternative name.

## **8. Team Contacts' Responsibilities**

Team contacts are to ensure that:

- team fees are paid in-full by the due date;

- all players taking the field are listed on the team registration form, which must be submitted to the administration office **by the completion of Round 4 of the competition**; Teams who fail to submit their team registration form by this time may lose competition points for each week it is late.
- the Administrator is advised immediately of any changes to your contact details in writing; and
- all players abide by **Kingaroy** rules and procedures (including uniform, footwear and Code of Conduct).
- Team contacts must supply accurate names of players for issues (ie referee incident reports) or teams risk severe penalty (suspension or expulsion)
- Team contact is the team captain when participating in scheduled games.
- 

## **9. Uniforms**

Players must wear **matching playing tops**. White uniforms are not permitted as they are the same colour as the referee uniforms. All players are to wear identifying numbers, not less than 16cm in height, clearly displayed on the rear of the top. No two players of the same team may wear the same number. Please inform admin of the colours of your team shirt to ensure there are no clashes.

All teams are to be made fully aware of the uniform requirements before their nomination is accepted.

At nomination uniform colour must be approved by the club member accepting the team as per the hand book.

These nominated colours cannot be changed without approval from the Executive.

The listed / nominated uniform must be worn during finals series.

The committee will set the date by which all teams must be wearing their nominated and endorsed uniform. This will usually be the same date that final team payments are due.

**Teams must comply with these regulations by Round 4 of the actual competition.**

After this date any team that plays a member out of team uniform will lose one touchdown per player out of uniform in that game.

After the mid-season break to the season no team or team members may take the field if they are not in the correct uniform [as listed on the nomination form]. If they do take the field [after being warned] the game will be awarded on forfeit to the opposition and the game will cease. Swapping of shirts on the side line is not permitted, as stated in the hand book, as 2 players would be using the same number.

No mid-season changes to the nominated uniform can be made without first gaining approval from the club in writing.

Where a team is having genuine problems meeting these requirements e.g. delayed orders, stolen/left town they need to contact and show evidence [emails, dockets] to the executive to seek assistance so they are not disadvantaged unduly through no fault of their own.

## *Footwear*

Shoes with screw-in studs or cleats are not to be worn by any player. Light leather or synthetic shoes with **soft-moulded soles** are permitted, provided individual studs are no longer than 13mm in length; the measurement being taken from the sole of the boot. Hard-moulded football/rugby boots are **not** permitted due to their potential to cause serious injury and the field damage they produce.

## *Jewellery and Fingernails*

All players must remove all jewellery including elastic wrist bands prior to the game. Jewellery that cannot be removed must be taped. Fingernails must be kept short or must be taped

## **10. Referees**

KTA separates the clubs referees into two management groups.

1. Senior Referee – Non School student
2. Junior – School Student

The referee co-ordinator is to organise each group separately following the guidelines below.

1. The co-ordinator will try their best to limit the number of games any referee is asked to do [unless requested] to one per night. Where possible the co-ordinator will allow some referees to not be allocated a game every week on a rotation basis.
2. Junior referees cannot be nominated as any teams 'Nominated referee' for team registration purposes.
3. Junior Referees will not be allocated late games where possible.
4. Junior referees and their parents are to be consulted regularly regarding their availability in relation to their studies and family requirements.
5. Junior and Senior referees are to be coached on a regular basis and junior referees will be supported in all games by a senior referee on or off the field where possible.

**# NO TEAM SHALL HAVE THEIR NOMINATION ACCEPTED UNLESS THEY FIRST NOMINATE THEIR TEAM REFEREE #**

If the nominated referee is unqualified and fails to do the course on one of the 2 available Monday nights their team will not be placed in the competition draw the following week.

Teams registered as 'Junior Teams' must nominate a Senior referee as their team referee.

A referee can only be nominated for one team per season regardless of grade or division.

### **IMPORTANT**

If during the season the nominated referee cannot make their allocated game any week, they or their team must organise a replacement. This can be done through their team or with assistance from the referee co-ordinator. It is not the co-ordinators job to contact / organise or confirm the replacement.

If the nominated referee fails to referee or to organise a replacement referee on 2 occasions their team's game on the second occasion will be recorded as a forfeit regardless of the score. If the team / referee fail to fulfil their refereeing responsibilities on another occasion [3<sup>rd</sup>] their team's game that week will also be recorded as a loss by forfeit.

If the team / referee fail to fulfil their refereeing responsibilities on a 4<sup>th</sup> occasion the team will be removed from the draw completely and no longer be part of the competition. The team has not complied with the competition requirements as stated in the hand book and signed off on by the team co-ordinator.

Referee payments are as follows:

Level 1 - \$5 single or \$4 dual

Level 2 - \$10 single or \$8 dual

Level 3 - \$15 single or \$13 dual

The club will pay for the level one course and supply new referees with shirts and whistles. Junior referees will be allow to referee senior games, there will be no tolerance for abuse and each Junior will be doubled up with an experienced referee where possible.

## **11. Draw and Grading's**

**Kingaroy Touch** will attempt to grade teams according to level of ability, but reserves the right to re-grade any team, at any time, in the best interests of a fair and even competition.

A draw will be produced for no more than the first four games of the season, after which re-grading will take place at the discretion of the Administrator/ Committee. Teams seeking re-grading should make a written request to the Administrator prior to the fourth week of games. After re-grading, draws will be produced for the remainder of the season. Points accumulated in the first 4 weeks will be carried into the new grade. If a grade has an uneven number of teams in the competition, it will be necessary for that grade to have a bye.

All draws and ladders are available on **Kingaroy's Touch** website [www.kingaroytouch.com](http://www.kingaroytouch.com) or on the clubs Facebook page [Kingaroy Touch Association]

## **12. Scheduling of Fixtures**

Safety of participants and preservation of Kingaroy facilities, particularly the playing surface, will at all times take precedence over the competition program. If games are affected because of wet weather or other reasons, teams will be notified by email or alternatively players can log onto the web site and /or Facebook for information. **Kingaroy** reserves the right to adjust the fixture program as deemed appropriate. There will be no appeal over the rescheduling of fixture matches.

## **13. Forfeits**

Teams must be in attendance at their playing fields five minutes before the commencement of their match. Teams that cannot field a team on the scheduled, or rescheduled, date and time will be required to forfeit. A game will be considered forfeited if a team doesn't take the field within 10 minutes of the start time.

## **14. Ladders and Results**

All results are updated on **Kingaroy's Touch** website and Facebook as soon as possible. Queries about results or ladders should be directed to the Administrator via email.

Teams will be given 3 points for a win, 2 for a draw, 1 for a loss and zero if they forfeit. Teams that win on forfeit will be given 3 points and a score of 5 touchdowns for, and zero against. Positions on ladders are determined by points, then touchdown differences, then percentages.

In grades where teams might be disadvantaged by inconsistencies with respect to byes, 3 points **may** be awarded for each bye.

After a game, it is the responsibility of the team Captain to sign the score card as a true and correct reflection of the results of the game. If the score card is incorrect, the Captain does not have to sign and the situation may need to be investigated if it cannot be agreed to by the Referees and the opposing Captain. Any score disputes must be received by the Administrator within 48 hours of the game.

### **15. Finals Series**

Finals will be conducted on the same night of the week as competition fixtures. The finals series in each grade will consist of semi-finals, finals and a grand final depending on the number of teams the format and results of the division and weeks in the season.

### **16. Rules of Play**

**Kingaroy Touch** competitions are conducted under Touch Football Australia Rules, 7th Edition & Amendments. TFA rules can be found on the Sunshine Coast web site at [www.sunshinecoastouch.com.au](http://www.sunshinecoastouch.com.au). Supplementary competition rules and procedures to be applied by **Kingaroy Touch**. Teams participating in competitions conducted by **Kingaroy Touch** agree to be bound by TFA and **Kingaroy Touch** rules and procedures.

**Kingaroy Touch** rules and procedures can be found on the **Kingaroy Touch website:** [www.kingaroytouch.com](http://www.kingaroytouch.com) .

### **17. Injuries**

All injuries should be reported to the referee at the time of the injury, for noting on the back of the scorecard. An incident report should also be submitted to the Administrator no later than the next business day after the injury was incurred. The only first aid that will be attended at the venue is immobilising and applying ice to the injury. If the injury requires further treatment either an ambulance will be called or you must attend a medical practitioner of your choice. Our staff are at the venue as administrators and not medical staff. Team managers are more than welcome to provide their own first aid boxes.

### **18. Insurance Cover**

The Touch Football Australia Accident Insurance Scheme covers all players and officials who have met the insurance criteria of a TFA affiliated competition. Full details of the cover are available on the TFA website, [www.austouch.com.au](http://www.austouch.com.au), under Member Benefits. Income protection is not included. Players are advised to consider the adequacy of the cover and decide whether or not to take out their own insurance. ALL injuries should be reported to the referee at the time of the injury for noting on the back of the score card. If not noted by the referee, an incident report may be submitted to the Kingaroy Touch Administrator. Claim forms can be downloaded from TFA's website, [www.austouch.com.au](http://www.austouch.com.au), or obtained from Sports Cover on 1300 736 390.



## **19. Interrupted Games**

In the event of a total power failure, washout or other circumstance where games that have commenced cannot be completed, the following will apply:

- Event occurs during the first half—result will be declared void
- Event occurs at half time or during the second half, the score will stand. Where disruptions are temporary (of no longer than 20 minutes), the evenings schedule will continue as soon as possible.
- If one time slot is not able to complete a half, the game is round will be abolished.
- Other circumstances will be at the discretion on the Administrator.

## **20. Water Restrictions in 2014**

Every effort is being made by **Kingaroy Touch** to ensure the integrity of our playing surface, however without decent rain falls, it is becoming increasingly difficult. Should water restrictions in **Kingaroy** rise to Level 6 or above, **Kingaroy Touch** may have to take measures to ensure that the playing surfaces are maintained for sustainable use. This may result in restrictions on field use in the future, including reducing game times and/or team numbers.

## **21. No Parking/Ambulance Gate**

No persons are permitted to park their vehicles in No parking areas or in front of the designated Ambulance gate under no circumstances. Cars parked in these areas may be towed away.

## **22. Amendments to Rules and Procedures**

Kingaroy Touch reserves the right to add or amend any rules, procedures and/or conditions as it deems appropriate from

## **23. Code of Conduct**

Except as provided in this section, **Kingaroy Touch** and all teams and participants agree to be guided in respect of judiciary and code of conduct matters by *A Ready Reference Guide on Judiciary Matters* prepared by Touch Football Australia.

**Kingaroy Touch** requires all players, coaches, managers, referees, parents and other spectators to behave in a sportsmanlike, respectful, non-abusive and non-violent manner at all times. Team coaches, managers and captains are responsible for the behaviour of all players and spectators. Kingaroy Touch will not tolerate inappropriate behaviour or disrespect on or off the field at its competitions. This is in line with the Australian Sports Commission recommendations.

Referees are entitled to caution players, coaches, managers, and spectators. Referees have the authority to send abusive spectators from the playing field. Captains are responsible for the behaviour of their teams on the field and will be the primary communication link between teams and the referees. The captain is the only player permitted to communicate with the

referee on rulings. **Players shall not comment, commentate upon or question referees decisions.** Referees may require a player to be replaced temporarily, to go to the “sin bin” for a period of time, or to leave the field of play for the remainder of the game. Coaches, managers, and spectators displaying inappropriate behaviour may be asked to move away from the sidelines or ends of the field. Referees at their discretion may take action against teams for the conduct of their coaches, managers, and spectators, if in the referees’ judgment cited persons are displaying inappropriate behaviour. Referees are the sole judge of fact.

**There will be a 15 minute Cooling off period where players are not permitted to approach the referee.**

A player sent from the field for the remainder of a game is required to serve an automatic **2-week** suspension. For offences receiving a suspension of two weeks or less, a full judiciary panel does not have to be convened, with the Judiciary Chairperson only required to adjudicate the penalty. The Judiciary Chairperson, on consideration of any incident reports, has the right to reduce the penalty or to refer the matter to a full Judiciary for determination of increase, decrease or retention of the automatic penalty. Written incident reports submitted to **Kingaroy Touch** citing a player, team, club, association, official or other person for misconduct will be forwarded to the Judiciary Chairperson for consideration. The Judiciary Chairperson may decide to dismiss the matter, issue a suspension up to a maximum of 2 weeks and/or convene a Judiciary to consider appropriate action.

## **Australian Sports Commission Code of Conduct**

<http://www.ausport.gov.au/supporting/ethics/strategy/codes/pages/template>

*The Essence of Australian Sport emulate code of behaviour is intended to be the minimum standard for anyone involved in sport.*

- operate within the rules and spirit of your sport, promoting fair play over winning at any cost
- support opportunities for participation in all aspects of the sport treat each person as an individual
- display control and courtesy to all involved with the sport
- respect the rights and worth of every person regardless of their gender, ability, cultural background or religion
- respect the decisions of officials, coaches and administrators in the conduct of the sport wherever practical, avoid unaccompanied and unobserved one-on-one activity (when in a supervisory capacity or where a power imbalance will exist) with people under the age of 18 years
- adopt appropriate and responsible behaviour in all interactions
- adopt responsible behaviour in relation to alcohol and other drugs
- act with integrity and objectivity, and accept responsibility for your decisions and actions
- ensure your decisions and actions contribute to a safe environment
- ensure your decisions and actions contribute to a harassment free environment
- do not tolerate harmful or abusive behaviours

### **Players**

- give your best at all times

- participate for your own enjoyment and benefit

### **Coaches**

- place the safety and welfare of the athletes above all else
- help each person (athlete, official etc.) reach their potential - respect the talent, developmental stage and
- goals of each person and compliment and encourage with positive and supportive feedback
- any physical contact with a person should be appropriate to the situation and necessary for the person's skill
- development
- be honest and do not allow your qualifications to be misrepresented

### **Officials**

- place the safety and welfare of the athletes above all else
- be consistent and impartial when making decisions
- address unsporting behaviour and promote respect for all people

### **Parents**

- encourage children to participate and have fun
- focus on the child's effort and performance rather than winning or losing
- never ridicule or yell at a child for making a mistake or losing a competition

### **Spectators**

- respect the performances and efforts of all people
- reject the use of violence in any form, whether it is by spectators, coaches, officials or athletes



**SEASON ..... , 201...**  
**NOMINATION FORM**

**Kingaroy Touch** (the Association) is primarily an Association of affiliated teams. Teams admitted to affiliation with the Association shall be bound by the Constitution of the Association and the by-laws determined from time to time by the Management Committee of the Association. Teams shall not be admitted to affiliation with the Association until their nomination is accepted by the Association and payment of affiliation fees is received by the Association. Until teams are affiliated with the Association (i.e.: nomination accepted by the Association and full payment of affiliation fees received by the Association) such teams may not be covered by the insurance maintained by or for the benefit of the Association and teams affiliated with the Association. **Kingaroy Touch** is working towards becoming a paperless club. All draws will only be emailed and available on the **Kingaroy Touch** website or Facebook page.

**The contact person (the first person stated on the Nomination Form) agrees to be solely responsible for all nomination and related fees payable for the season for the club/team. The contact person must be over 18 years of age. I have read the Conditions of Entry, Attached Deposit, Signed the Confirmation Form**

**DECLARATION**

I hereby nominate the \_\_\_\_\_ team in the Season ..... 201 ..  
Competition at Kingaroy.

**I acknowledge that I have read the conditions of nomination and Kingaroy Touch Conditions of Entry booklet**, and agree to accept those conditions on behalf of my team. I also acknowledge that the team will abide by the Competition Rules & Procedures and accept all decisions made by the **Kingaroy Touch** Committee Administration in relation to those Competition Rules and Procedures as final.

Signature \_\_\_\_\_ (Must be Contact Name)

Printed Name \_\_\_\_\_ Date / /

**CONDITIONS OF NOMINATION**  
**KINGAROY TOUCH ASSOCIATION**

**Team Name** \_\_\_\_\_ **Division:** Mixed  
Open

(Please complete a separate form for each team in each grade)

*Previous Team Name:* \_\_\_\_\_ *Previous Grade:* \_\_\_\_\_  
(Please advise if your team has played under another name during the previous two seasons. If not, please supply brief description on ability)

**Contact Name #1** \_\_\_\_\_

Address \_\_\_\_\_

Suburb \_\_\_\_\_ Postcode \_\_\_\_\_

Daytime Contact Number \_\_\_\_\_

Mobile Phone Number \_\_\_\_\_

Email \_\_\_\_\_

**Qualified Referee Name (Compulsory)** \_\_\_\_\_

Daytime Contact Number \_\_\_\_\_

Mobile No \_\_\_\_\_

Email  
\_\_\_\_\_

**Senior**

**Cost per Team: \$1000**

**Team Levy: \$100**

**Junior team -1 player over 18yrs**

**Cost per Team: \$800**

**Team Levy: \$100**

TEAM NAME \_\_\_\_\_

PLAYERS NAMES

1 \_\_\_\_\_

2 \_\_\_\_\_

3 \_\_\_\_\_

4 \_\_\_\_\_

5 \_\_\_\_\_

6 \_\_\_\_\_

7 \_\_\_\_\_

8 \_\_\_\_\_

9 \_\_\_\_\_

10 \_\_\_\_\_

11 \_\_\_\_\_

12 \_\_\_\_\_

13 \_\_\_\_\_

14 \_\_\_\_\_

Maximum number of players per team is 14!!!!