



THE BY-LAWS

BUSSELTON HOCKEY ASSOCIATION

(INCORPORATED)

SENIORS, MASTERS & JUNIORS

COMPETITIONS

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DEFINITIONS: *Throughout these By-laws the words hereunder referred to shall bear the meanings herein below:*

1. **"The Association"** shall mean the Busselton Hockey Association (Incorporated), an affiliated regional association with Hockey WA & Hockey Australia
2. **"Board"** shall mean the elected Directors of the Busselton Hockey Association (Incorporated)
3. **"Team" OR "Club"** shall mean any organized group of players registered into a competition sanctioned by the Busselton Hockey Association (Incorporated)
4. **"Affiliated Associations/Clubs"** shall mean clubs and associations from Busselton, South West Hockey League, Bunbury & Districts & Collie Associations; senior, junior & master grades for misconduct penalties

WAIVER AND INDEMNITY AGREEMENT

To be read and signed by players (or parents if players under 18yrs) on team registration forms as per By-law 3.2; 3.3

I am aware that playing Hockey, observing Hockey, learning to play Hockey and training to play Hockey, and participating in any activity carried out by the club, are activities that inherently involve risk, and that in undertaking these activities I do so at my own risk.

I am also aware that, as a condition of my admission to membership of a club, its office bearers, officials, coaches, managers, umpires, members, and/or agents are absolved from all liability arising from injury or damage howsoever caused. That injury or damage may arise out of membership of the club, playing Hockey, observing Hockey, learning to play Hockey, and training to play Hockey, or negligence of any nature whatsoever on the part of the club, their representatives, office bearers, officials, coaches, managers, umpires, members, and/or agents.

I understand and agree that nothing in this agreement purports to exclude any liability that may be owed by the club and their representatives pursuant to the provisions to any relevant Statutory Act/s covering these activities. To the extent that any part of this agreement may contravene any of the Statutory Act/s.

By signing the team or player registration form including a ticked box on revSPORT player registration, I agree that part of the agreement may be severed and rendered void, but the rest of the agreement will remain valid and continue to have effect.

These By-laws are to be read in conjunction with other supporting Governance and Procedure Documents including the following, but not restricted to:

- ✓ Board Nomination Form/Member Conflict of Interest Policy
- ✓ The Busselton Hockey Association Conditions of Entry and Patron's Code of Behaviour: Player's, Officials, Team Officials, Spectators & Patrons
- ✓ Healthy Club Policy (Smarter Than Smoking Hockey for Health) (*approved Sept 2017*)
- ✓ Complaint Handling & Disciplinary Policy (*Amended 27/07/16*)
- ✓ The Rules of the Busselton Hockey Association (Incorporated)
- ✓ Incident Report (Facilities Attendant file)
- ✓ Injury Report (Score Sheets)
- ✓ Hockey Australia Member Protection Policy (*adopted in principle 2014*)
- ✓ Schedule of Fees and Fines (*adopted 5th June 2019*)

The above documents and relevant forms and are available on the Association website.

www.busseltonhockey.org.au

Additional governance documents may be approved and revised by the Board and uploaded from time to time.

1. ADMINISTRATION OF BY-LAWS

5. The By-laws as hereunder described are applicable to all members, Clubs and Associations of the Busselton Hockey Association (Incorporated)
6. The Board will monitor adherence to these By-laws and take such action as necessary as a result of these By-laws or should a breach of these By-laws be brought to their attention. In the event of a discrepancy with the interpretation of these By-laws, the State Association By-laws shall be used for clarification.

2. POWERS AND DUTIES OF CLUBS, AMALGAMATION OF CLUBS

1. Clubs do not have the power to commit the Association.
2. Clubs shall comply with all reasonable requests of the Board and in particular the sub-committees of the Association and the Protests and Disputes Tribunal.
3. Coaches, Captains and Managers of teams must bear the ultimate responsibility for their teams' actions and conduct on and off the hockey field both during home and away matches.

3. AFFILIATION, REGISTRATION AND SUBSCRIPTIONS

1. An affiliation for each grade shall be decided upon by the Board. Each Club shall pay, to the Busselton Hockey Association, 75% of the set fee by the sixth (6th) fixture week of the current season with the remaining 25% to be paid by May 30th of the current season.
 - 1) In the event that a Club or Regional Association fails to pay any other money that is due and owing by it within sixty (60) days following the due date for tax invoice payment, then a finance charge as set by the Board in the **Schedule of Fees and Fines will apply**.
Approved 27/07/16/Amended 05/06/19
 - 2) In the event that a player fails to pay any amount that is due and owing by him or her within sixty (60) days following the due date for tax invoice payment, then a finance charge shall apply, as set by the Board in the **Schedule of Fees and Fines**. The unfinancial player is not permitted to play until outstanding debts are paid. *Approved 27/07/16/Amended 05/06/19*
 - 3) The due date for tax invoice payment (except as defined at 3.1 above) shall be 30 days from the last day of the month in which the tax invoice was raised, unless otherwise modified by disclosure on the tax invoice itself or in any other rule on any nomination form.
Approved 27/07/16
2. A registration list of each Club's members to be presented to the Stadium Manager, by the third [3rd] fixture week. Dates of birth, addresses/email addresses & phone numbers of all players are also required. In addition, every senior and junior player (parents if under 18yrs) must sign a waiver and indemnity on the registration form prior to playing in his or her first (1st) fixture for the season. Failure to pay the required fees or present the register of members will render the Club (or team) ineligible to participate in further games and will forfeit such games from the due date until the situation is rectified.
Amended 03/04/13/ Amended 09/03/2022
3. The names, dates of birth, addresses and phone numbers of any players joining the Club after the third [3rd] fixture week must be written on the white sheet at the back of the Score Sheet of the match they are first playing in. **Note:** By-law 5.0 also applies - Transfers
Amended 09/03/2022

4. UNIFORMS

1. The Stadium Manager shall keep a register of all Team/Club uniforms. All team members whilst participating in Association fixtures must wear these registered uniforms. Umpires have the authority to remove from the field of play any player not wearing the correct team uniform by the commencement of the third (3rd) playing date of the current hockey season.
Amended 09/03/2022
2. No existing Club may change its playing uniform without the prior written approval of the Board. Any new Club formed must advise the Board of its proposed playing uniform. No new Club shall use a playing uniform that does not have the prior written approval of the Board of Directors.
3. If the playing uniforms of both teams in a fixture are so similar that it may lead to a possible confusion, the second named team in that fixture shall wear an alternate uniform. If the club wearing the new playing uniform has contravened by-law 4.1.2 above, that team shall wear an alternate uniform.
Amended 27/07/16
4. Numbers must be displayed on the backs of playing shirts in senior grades and must be of contrasting colour to playing shirts. Sponsorship logo and or Club logo will be permitted on the front, back or sleeves of the playing shirts. All players under the age of eighteen [18] are not

permitted to wear a playing shirt displaying a sponsor associated with alcohol.
Amended 09/03/2022

5. The uniform of the Association shall be coloured royal blue, yellow & white. Only members representing the Association shall wear the above-mentioned uniform.
Amended 09/03/2022
6. **JUNIORS** (School Based Teams) All school-based teams are to wear their school sports uniform, or the second named team are to wear an alternative shirt or bibs and socks if colours are too similar, to be approved by the Juniors Director.
Approved 27/07/16

5.0 TRANSFERS AND SEASONAL AGREEMENTS

5.1 Seniors

1. A Club shall not play a person who has played for another Club or Association until that person has been transferred in accordance with this By-law. A person who has not played hockey for more than two [2] years does not require a transfer. Any transfer is to be submitted through the revSport platform and to be received prior to the COB of the BHA office and to be at least 24 hours prior to the player taking the field.
Amended 09/03/2022
2. No person may be a playing member of two [2] Associations/ Clubs at any time, except when that person is a member of a Masters team with one Association/Club and also plays in any grade [including Masters] of another Association, or in special circumstances as determined by the relevant BHA Director – Juniors, Seniors or Masters.
Amended 28/04/2021
3. **A Special Circumstance Agreement** for Junior/Senior Registered Player: An application must be signed by both club officials and sighted for approval by the Seniors Director at least 24 hours prior to the Junior/Senior registered player taking the field for a SWL team, subject to by-law Two Fixtures in a Weekend. **All agreements expire at the end of the season**
Amended 03/04/13;27/04/16
4. A Club may refuse a clearance of a player on the grounds that the person is indebted to that Club or in possession of Club property. Any question as to a clearance may be referred to the Board who may, notwithstanding the failure of the Club to grant a clearance, declare the player eligible to play for another Club (subject to all debts and property being cleared and or returned to the players' former Club).
5. A Club shall not play a person who is not resident in Western Australia unless prior to playing he/she is granted a permit by the Board of Directors. A person who has continuously resided in Western Australia for not less than two (2) months is deemed a resident of Western Australia. The Board shall grant a permit to a Club unless in its absolute discretion the Club will obtain an unfair advantage. **An application fee applies, as set by the Board in the Schedule of Fees and Fines.**
Amended 05/06/2019
6. Transfers will not usually be accepted after 30th June in each year. A letter from the club should accompany the request for clearance to the Board. The Board retains the right to approve or disapprove.
Amended: 24/04/07

5.2 JUNIORS

1. Any Junior player from any other Association will be able to play in the Busselton Association provided that they have not been a member of a senior team in the other Association.
2. To develop and maintain an even and fair competition, the Junior Committee reserves the right to place new players into teams including those moving from school (J3-5's) to club (J6-8's) teams.
3. These new players will be placed into teams at the discretion of the Junior Committee, with input from club representatives.
Amended 09/03/2022
4. **NO POACHING RULE:** A club who wishes to recruit a junior (J6-8's, J9-12's) player from another club must formally approach the player's existing club in writing before making any approach to the player. If granted, a transfer will apply as per 5.1.1.
Amended 09/03/2022
5. Junior players (J6-8 's, J9-12's) – a transfer as per 5.1.1 or Special Circumstance Agreement form must be signed by parents, both club officials and sighted for approval by the Director of

Juniors at least 24 hours prior to the Junior player playing for (2) different clubs at all levels of competition - Juniors, Seniors & SWL.

Amended 09/03/2022

6.0 COMPETITION COMPLIANCES, PLAYER ELIGIBILITY & TWO FIXTURES IN A WEEKEND:

No player is permitted to play in more than one (1) match on any fixture week, except in the cases listed in by-laws below or Special Circumstance Agreements (5.1.3.& 5.2.5). Also, in the case of a replayed or postponed fixture, or a split round of fixtures played on two (2) separate days which shall be regarded as one fixture week for the purpose of this By-law. A fixture week consists of Thursday to Wednesday inclusive.

Amended: 01/05/08 ;27/07/16

6.1 MASTERS

1. To be eligible to play in any Masters grade, each player must be aged thirty-five (35) years or over as of the first (1st) January in that year.
2. Each Masters team will be permitted a maximum of up to two (2) players aged thirty-three (33) years or over as of the first (1st) January in that year, with written application to the Director of Masters.
3. Players playing in the Masters Competition are also eligible to play in the grade competition in the same week of a fixture.
4. Tomahawks are not allowed.
5. A substitute goalie is permitted to be borrowed from another Masters team or Association. This player is not eligible for team or Association F&B votes.
6. The Director of Masters must be notified in writing of all goalie's substitutions relating to clause 6.1.5.
7. Final qualifications as per 13.4 apply, therefore any application for a substitute goalie for a final game, must be approved by Director of Masters.

Amended 28/04/2021

6.2 SENIORS

1. The minimum age for a player wishing to play in senior grades shall be twelve (12) years old as at January 1st, in that current hockey season Clubs wishing to play younger players must apply to the Board of Directors in writing for special dispensation.
 2. **Goalkeeper Rule:** In any fixture week, any registered goalkeeper may play in any grade as a field player, as well as a normal scheduled goalkeeping match, and such player shall be clearly marked on the score sheet. The nominated player is eligible to play in the named first eleven in two (2) senior games in the same fixture week.
 3. **Fifteen Minute Rule:** Any player will be eligible to act as a substitute player in any match for their Club provided that they do not enter the field of play during the first fifteen (15) minutes of the match, unless substituting for a player, who in the opinion of the umpire, has sustained an injury either preventing them from immediately resuming their part in the match or preventing them from taking any further part in the match. This substitute player must play in the first eleven (11) in a game they are not a substitute ie: A2 grade named in the 1st eleven [11] SWL start as a substitute. 2022 this rule does not apply to SWLW.
- Amended 09/03/2022*
4. **Club of Origin:** Special dispensation for borrowed players (for Clubs with no SWL team) to be permitted to play for their club of origin in the Senior grade competition, regardless of the first 11 rule. The borrowed players can play in the first 11 for SWL and for their club of origin in the Senior grade, subject to Special Circumstance Agreement approval. 2022 this rule does not apply to SWLW.
- Amended 09/03/2022*
5. **Qualification for Club of Origin Players:** Players must have had playing history for that club for at least (2) seasons and subject to Special Circumstance Agreement (Bylaw 5.3.1) 2022 this rule does not apply to SWLW.
- Amended 09/03/2022*

6. **Shift Workers/FIFO Dispensation:** Clubs to submit player's details with evidence of employment restrictions affecting player availability to the Director of Fixtures, in order to allow these players a Special Circumstance Agreement, to permit these players to play in Busselton from other Associations in the senior grades, with exception of the SWL competition.

Approved 24/08/16

6.3 JUNIORS

1. **Goalkeeper Safety Rule:** Each team must have a fully kitted goalkeeper, that is, wearing all protective gear -helmet, throat guard, chest plate, arm guards, gloves, padded pants, kickers and pads.

1. If a substitution is made at half time for the goalkeeper, the substitute player must be fully kitted up in time for the second half to recommence.
2. If a goalkeeper is injured during a game, the game will not recommence until a substitute player is fully kitted up. The game time will continue due to time restraints for following games.
3. If a team refuses to comply to this "Goalkeeper Safety Rule" as outlined above and the umpires consider time wasting is deliberate, then the umpires are to deem the game forfeited by the offending team.
4. **Goalkeeper Rule:** In any fixture week, any registered goalkeeper may play in any grade as a field player, as well as a normal scheduled goalkeeping match, and such player shall be clearly marked on the score sheet. The nominated player is eligible to play in the named first eleven in two (2) senior games in the same fixture week.

Amended 09/03/2022

2. All players, except goalkeepers, must wear a mouth guard and shin pads during games. All defenders taking part in penalty corners must wear a face mask - non-compliance, the defender goes back to the center line, no replacement.

Amended 09/03/2022

3. J3-5's COMPETITION:

1. Tomahawks are not allowed.
2. The stick rule (stick not to be lifted above the shoulder) applies.
3. No raised balls are allowed.

4. To be eligible to play in any junior grade, each player must be under the age limit of each grade as at January 1st in that current hockey season.

Amended: 24/04/07

5. The Junior Committee may in special circumstances allow a player to play in the age division below the player's age. This player is not eligible to play in the same age group representative team.

6. Junior players can only play for two successive age divisions. A player may fill in for a higher level (third) team for up to four games during the season.

7. J9-12's competition stays school years 9-12 or equivalent age to be in Year 12 if not attending school. These school years only with no restrictions on players participating in senior grades. Normal qualification for finals will apply.

Approved 25/03/15

7.0 SCORE SHEETS - Mandatory for all competitions: A team shall select eleven (11) players for each match. An additional five (5) players, from the same or lower grade, may be selected to act as reserves for substitution for each match. A written team list is to be recorded on the score sheet. The first eleven players starting with the GK then numbered as per shirt number and will only contain names of those players at the ground at the start of the game. The score sheet is to be completed by the team representative and placed back in the tech bench prior to the start of the match. The umpires or team representative may add names of players who arrive late to the list, provided the list does not exceed sixteen (16) names. No players' name may be added to the match report unless he/she takes the field in that game.

Amended 09/03/2022

7.1 SENIORS and MASTERS

Score sheets shall record the result of the match, a list of players who participated in both teams (numbers, surname and first name) and any comments regarding the match.

Amended 25/05/16

1. The Captains of each team are responsible to confirm all recorded details are correct by signing the match report immediately after the umpires have completed the game score.

Amended 25/05/16

2. The umpires are responsible to record the best players for each team on the match report, then to select (3) best players for the match (from the {6} team best players) on the secret ballot for the Association Fairest & Best votes and to seal in the envelope provided.

Amended 25/05/16

3. The umpires are responsible to return the completed score sheet and the sealed secret ballot envelope into the tub box in the tech bench.

Amended 09/03/2022

4. Score sheets are to be left on the tech bench for umpires to complete game results. Team managers/captains are to sign immediately after the game and to collect their score sheets from the tech bench.

Amended 09/03/2022

5. The Stadium Manager shall keep a record of all player registrations and the matches in which each registered member has played. The Seniors Director is responsible to report any discrepancies to the next practicable Board meeting and to adjudicate the by-laws with assistance from other directors as deemed appropriate for each individual breach. *Amended 09/03/2022*

1. For breaches of all by-laws, the Stadium Manager or the Seniors Director will notify the penalty or the outcome to (2) office bearers inclusive of Club Treasure with in fourteen [14] days of the offence. *Amended 09/03/2022*

7.2 JUNIORS

1. The first named Club for each fixture is responsible for the collection of the score sheet from the tub in the tech bench prior to the commencement of the fixture. *Amended 09/03/2022*
 - 1) By-laws 7.0 - 7.2 above "Score Sheets", applies to all junior matches. *Amended 09/03/2022*
 - 2) J9-12's: Match reports to be returned to the tech bench area before the commencement of the game and at completion of match report. The umpires are responsible to place completed score sheets in the tub in the Tech Bench. *Amended 09/03/2022*
2. The Stadium Manager shall keep a record of all player registrations and the matches in which each registered member has played. The Stadium Manger is responsible to report any discrepancies to the Director of Juniors. *Amended 09/03/2022*

8.0 FIXTURES, FORFEITS AND PLAYER SAFTEY

8.1 SENIORS and MASTERS

1. All fixtures must be played on the date, time and at the ground appointed unless prior authorization is obtained from the Director of Fixtures.
2. This By-law is only applicable after the first four (4) fixtures of the season: On a fixture week where a team has a bye, a player having played half their previous fixtures in a higher numerical grade, may not play in a lower numerical grade, unless permission has been granted by the Seniors Director. Written application for permission must be submitted to the Seniors Director at least forty-eight (48) hours prior to the fixture. *Amended: 25/03/08*
3. When a team forfeits a fixture, it shall notify an office bearer of the opposing Club, the relevant Director and the Stadium Manager at least seventy-two (72) hours before the scheduled fixture time. No player qualification applies to forfeited fixtures. *Amended 09/03/2022*
4. If notification of the forfeit has been seventy-two (72) hours prior to the scheduled fixture, the turf hire fee for both teams shall not be charged. *Amended 09/03/2022*
5. In the event of any team being unready or unwilling to commence play at the scheduled time and if not ready to commence within ten (10) minutes of the appointed time, the match shall be forfeited in favor of the team that was ready to play. In this case, the team who forfeits the match shall pay the full turf hire fee for both teams. *Amended: 24/04/07*
6. When any team forfeits a fixture, full points are credited to the opposing team and three (3) goals are debited against the team forfeiting. Three (3) goals are credited to the team receiving the forfeit.
7. Where any team that has begun playing the fixture withdraws from that fixture, it shall not score points for that fixture, but full points for a win shall be credited to the opposing team. Goals for and against shall stand for each team.
8. **Inclement Weather & Player Safety- (including lost game time due to player injury):** Where weather or ground conditions are unsatisfactory, a fixture may be postponed, rescheduled, recorded as completed or recorded as a nil all draw. Agreement to halt the game or recorded as a nil all draw is to be agreed upon by the umpires and captains of the day. A postponed or rescheduled match is to be agreed upon by both clubs and relevant Director. Any game that is postponed shall be completed or replayed at such venue and at such time and date as agreed by the captains and approved by the Seniors Director according to the following: *Amended 09/03/2022*
 1. **Rescheduled** - If the fixture has not been commenced, or less than 20 minutes has been played, the fixture will be replayed in full. *Amended 09/03/2022*
 2. **Postponed** – If more than 20 minutes has been played, the game will be resumed with the score standing at the time of interruption, The teams shall consist of the same players as originally selected unless in special circumstances the Director of Seniors allows a change. The score

sheet complete with players name and score, is to be placed in the tub in the tech bench by the umpire on the day of postponement. If a team refuses to complete a match after it has been postponed, that team shall forfeit the match.

Amended 09/03/2022

3. **Recorded as completed** – if half of the game has been played the match will be recorded as a completed game with the score standing from when the game ended. Score sheets are to be completed as a normal game.
Amended 09/03/2022
4. **Recorded a nil all draw** – if it is not possible to reschedule or postpone a fixture, a draw result [nil all] will be recorded.
Amended 09/03/2022

8.2 JUNIORS: The following procedures are to be followed in the event of inclement weather occurring:

Amended 09/03/2022

1. Lightning close to the grounds - Juniors Director or other Board members present, will have the authority to halt all games and everyone is to make their way to shelter. The 30/30 rule will be applied - lightning followed by thunder within 30 seconds will cause game to be stopped for a period of 30 minutes after the last lightning strike.
2. Rain – only for PP-2: both coaches to agree if dangerous situation arises and the game is to be halted.
Amended 09/03/2022
3. Hail- both coaches & umpires to agree if dangerous situation arises and the game is to be halted.
4. Strong winds - parents, players, managers and coaches are required to be aware of their surroundings in strong winds and squally conditions and the potential for flying or falling objects. A parent from each team must be at each goal during these events.
Amended 09/03/2022
5. If a game is stopped at half time of a game or later the score will stand, and the result of the game will be recorded with that score. If the game is halted during the first half, a nil all draw will be recorded.

9.0 REPRESENTATIVE TEAMS *The Patron's Code of Conduct applies to all Player's, Officials, Team Officials, Spectators and Patrons supporting all Association teams. Any breaches of behaviour bringing discredit to the Association will be dealt with discreetly and in a timely manner, in accordance to the Complaint Handling and Disciplinary Policy process.*

Approved 27/07/16

1. Any player from another association will not be included in any carnival team at the expense of a senior and master members affiliated with the Association and all who are eligible for selection in Busselton senior and master association teams must nominate for the Busselton Association first.
2. No senior and master player affiliated with the Association may play for a club or team not associated with the Association in any senior and master competition except in circumstances where the Association or affiliated South West Hockey Association have not entered a team, or under special circumstances as deemed by the Board.
3. Any player who nominates and is chosen in any Association representative team who fails to be present at any appointed match without a legitimate written excuse shall be penalized by suspension from their next three (3) Club matches.
4. The penalties detailed in the above sub-paragraph, may be varied for a lesser penalty (on appeal) or at the discretion of the Board of Directors
5. All junior members affiliated with the Association are eligible for selection in Busselton junior association teams and must nominate for the Busselton Association first. No junior player affiliated with the Association may play for a club or team not associated with the Association in any junior competition except in circumstances where the Association or affiliated Southwest Association have not entered a team, or under special circumstances as deemed by the Board.
6. The Age Group Coordinator is responsible for coordinating the selection of representative teams as follows:
 1. Busselton players will have priority in the No.1 side.

2. Players must play in their own age division at carnivals.
3. Players wishing to play in a higher age division can only play if there are insufficient numbers from the higher age group, can only play if there are two teams and preference in the first team must be given to players of the eligible age group regardless of ability.
4. All players nominating to play in representative teams must read, sign and abide by the conditions laid down in the player's contract.
5. Late nominations will only be accepted where teams are short of players and this decision is to be made in conjunction with the Age Coordinator and nominated team coach.
6. At carnivals the team coach and Manager is responsible for the management of the team, including conduct and playing arrangements.
7. Resolution of any disputes in team selection is by the Age Group Coordinator and if further input is required, by the Director of Junior Development with assistance from the Board.

7. CARNIVAL BEHAVIOUR:

1. The Director of Juniors and the Carnival Coordinators will form a disciplinary committee to deal with breaches of the Players Contract. If their own children are involved, the Director of Junior Development may choose another person.

Amended 09/03/2022

2. The committee is to meet within 14 days of being notified of the breach.
3. If necessary, spot checks on bags and players (with parents present if possible or parent representatives) may be carried out.
4. Players breaching the player's contract may be suspended from representing Busselton for 12 months plus a club game penalty of 3 weeks.

10. ASSOCIATION AWARDS AND PROPERTY

1. Umpires are to select best players for each team and write them on the score sheets, with three (3) votes scored for the best player, two (2) for the second-best player and one (1) vote for the third best player.

Amended 09/03/2022

2. Umpires are to select the best players for the match from the (6) best players selected for each team by writing them on the voting slips and envelopes provided, as follows: three (3) votes for the best player on the ground, two (2) votes for the second-best player and one (1) for the third best player.

Amended:24/04/07:27/04/16

3. In the event of two or more players being awarded and equal number of votes for the Fairest and Best award, a count-back will be conducted to determine a winner. The count-back will establish the numbers of 3 votes, 2 votes, and 1 vote that have been awarded to the players in question. The player with the greatest number of 3 votes (if equal 2 votes and if equal 1 votes) will be declared the winner. If players are unable to be separated, joint winners will be declared.

4. In the event of an ineligible player playing in any fixture, goals scored, and fairest & best votes should only be counted for the team offended against. Those goals scored and fairest & best votes for the offending team shall be deducted.

5. Fairest and Best trophies will be awarded in each grade in the form of a perpetual trophy and individual trophy. The winner will be decided on the highest total number of votes attained each week. These secret votes are to be recorded on the secret ballot and sealed by the umpires at the completion of the match.

Amended: 24/04/07

6. All Premiership, Challenge and other Cups, Trophies and Pennants, and other awards and presentations won by the Association, shall at all times remain the property of the Association and at all times be kept in the safe custody of the Association. Such custody is deemed to include the display in a locked glass cabinet in the Association clubrooms, save and except for those presentations for which this requirement will be impractical. ie. pennants and banners.

Amended: 25/03/08

7. All such Cups, Trophies, Pennants and other awards and presentations are to be in the sole custody of the Association Stadium Manager, who, shall always keep such items in good repair and up to date. The removal of any item for repair or updating may only be done with the permission of the Stadium Manager. *Amended 09/03/2022*
8. Any Club or person found to be responsible for the loss or damage of Cups, Trophies, Pennants and other awards and presentations may be required by the Association to make full restitution. *Amended 09/03/2022*
9. The Association award presentations for senior and masters' competitions will be arranged by the Stadium Manager and the Board and junior competitions by the Juniors Director and Age Coordinators as deemed appropriate. *Approved 23/03/16*

11. PREMIERSHIP TABLES AND WITHDRAWAL OF TEAMS

1. The Premiership Table shall be computed by awarding three (3) points for a win, one (1) point for a draw and zero (0) points for a loss.
2. Where two teams have played in an equal number of fixtures and have an equal number of premiership points, their relative positions on the premiership table shall be decided:
 1. Firstly, on goal difference. Goal difference is arrived at by subtracting the goals scored against a team from the goals scored by it (e.g., 40 goals scored by the team and 20 goals conceded by the team, gives a goal difference of 20). *Amended 09/03/2022*
 2. Then, if still equal, then by the most number of wins.
 3. Then, if still equal, then by the most number of goals.
 4. Then, if still equal, then by the highest total of goals scored when the teams played each other during the season:
 5. Then, if still equal, then by the tossing of a coin.
3. Where the teams have played in an unequal number of games, the position of teams on the premiership table shall be decided on percentages. A team percentage is arrived at by dividing the points scored by the possible points and multiplying the result by a hundred (e.g., games played = possible points 36, points scored = 18. Percentage $18/36 \times 100 = 50\%$). This clause shall not apply to a team that has played three or more games less than that team having played the most number of games.
4. Clubs querying or wishing to correct the premiership table must do so in writing to the Director of Seniors. Confirmation of the correct score is required in writing from both Clubs involved in the match concerned. Should an error on the premiership table as published not be queried or otherwise corrected within two weeks of the date of publication of that premiership table, the table will be deemed to be correct. *Amended 09/03/2022*
5. The team finishing first at the completion of the qualifying fixtures in each grade is the winner of the Minor Premiership for that grade.
6. **WITHDRAWAL OF TEAMS:** When a team is withdrawn from the competition after the commencement of the season, all points and goals scored in fixtures involving the team prior to its withdrawal are to be cancelled.

7. TIEBREAKER RULE:

- 1) 9/12's / Senior Men / Senior Women / Masters competitions will play 1 on 1's [Penalty Shoot Out tiebreakers] to determine the winner including Challenge Cup. *Amended 09/03/2022*
- 2) 6/8's competition will play the Penalty Stroke competition to determine the winner including Challenge Cup. *Amended 09/03/2022*

12. CHALLENGE CUPS AND SPECIAL EVENTS

12.1 SENIORS AND MASTERS

1. Challenge Cup is played between the top two [2] qualifying teams after the end of the first round or everyone has played each other once. The winners are presented with the perpetual trophy at the end of season presentations. *Amended: 25/03/08*
2. The format and fixturing for the Challenge Cup each season are at the discretion of the BHA Board.
A. Challenge Cup can be played on the first fixtured match between the top two qualified teams. The score sheet is recorded as per a qualifying fixture or
B. Challenge Cup can be played as a separate, stand-alone game. A score sheet is completed, and the score recorded to determine the winner, however player qualification for final and F&B votes will not be recorded. *Amended: 09/03/2022*
3. Qualifications for Challenge Cup: All players must have played 2 fixtures for that team or club; or apply for special dispensation from the Seniors Director *Approved 23/03/16*

12.2 JUNIORS

1. The leading two Yrs 6-8's & Yrs 9-12's teams at the completion of the first round shall contest the Challenge Cup which will be played at the next scheduled fixture of the two top teams, or the junior committee may opt to schedule a separate fixture with presentations to follow. *Amended: 09/03/2022*
2. All players must have played at least two fixtures for that team in the first round.
3. The junior committee reserves the right to cancel the Challenge Cup if there are four or less teams in the relevant competition.

13. FINALS QUALIFICATIONS AND FORMAT

1. The leading four (4) teams at the completion of the qualifying fixtures shall contest the semifinals in each grade. The third (3rd) and fourth (4th) teams on the premiership table will play the First Semi Final. (Elimination Final). The first (1st) and second (2nd) teams on the premiership table will play the Second Semi Final. *Amended: 24/04/07*
2. The winner of the First Semi Final will play the loser of the Second Semi Final in the Preliminary Final.
3. The winner of the Second Semi Final will play the winner of the Preliminary Final in the Grand Final to determine the Premiership winner of that grade for that season.
4. All players playing in a final's series, (semi-finals, preliminary finals, or grand finals) must have played in at least four (4) fixtures prior to the semi-finals for that Club in the current season. In addition, to be eligible to participate in the final's series, each player must have played in that grade or lower for their last four (4) qualifying round matches; or must have played at least half their fixtures for the season in that grade or lower.
5. A Club must apply in writing to the Board to obtain permission to play a person in a finals fixture that does not fulfil the eligibility criteria. The Board may meet within the week prior to the Finals fixture if required. Only in special circumstances when it is proven to the satisfaction of the Board that an unfair advantage is not the objective of the Club, may approval be granted.
6. **Borrowed players and players under Special Circumstance Agreements** must have played more than half of the season in the lower grade to qualify to play finals in the lower grade. subject to approval of written application to the board, no later than the August meeting. *Approved 22/07/14*
 2. Open Age Players: to maintain a fair senior finals competition, each team with borrowed players to Busselton SWL teams is limited to three (3) open aged players to qualify for both senior finals (subject to qualification, 6.0 above) and SWLH finals.
7. **Goalkeeper Ruler:** If a player plays as a field player in one grade and a goalkeeper in another throughout the season, that player can qualify for two finals, BUT can only qualify in a final for the position in which the player has predominantly played in that grade throughout the season. This Rule is not to use to obtain an unfair advantage. *Approved 26/04/2017*
8. **Juniors:**
 1. All junior players playing in the finals must have played in at least four fixtures for that team during the season.

14. UMPIRING/TECH BENCH & SENIOR MENTOR DUTIES - PENALTIES AND CODE OF CONDUCT

1. An Umpire's rulings during the progress of the match shall be final and shall not be the subject of dispute or argument, except in extraordinary circumstances. The captain has the right to query a decision in a respectful manner on behalf of his/her team.
Amended: 24/04/07

2. In the event of excessive harassment of umpires by Coaches, Club Members, Officials or supporters, umpires shall have the power to stop the match, call both Captains and ascertain whether the person(s) is a Coach, Club Member, Official or Supporter: If a Supporter, the umpire has no directive from the rules and the game is to continue. However, any Board member of the Association is responsible to deal with unsportsmanlike behavior from spectators under the "Condition of Entry" and "Patron's Code of Conduct" endorsed by the Association
Amended: 24/04/07

3. An umpire appointed by a Club to perform allocated umpiring duties, must have played at the level equal to, or higher, than the grade of the appointment unless the umpire is an accredited umpire or permission has been obtained from the Seniors Director or Umpires Coordinator.

1) *If an allocated Club fails to provide an Umpire or Tech Bench volunteer, the offending Club will be fined for each duty as per the Schedule of Fees and Fines.* *Amended 09/03/2022*

2) *Tech Bench Officials or Team Captains of match delayed, are responsible to write on the score sheet when rostered clubs fail to attend to umpire or tech bench duties.* *Approved 24/07/2019*

3) *Fill in umpires/tech bench officials and senior mentors (By-law 14.10.5) are responsible to accept all umpire, tech bench and senior mentor duties and to print and sign their name on the score sheet at competition of the match and to email the Stadium Manager to receive compensation, as set by the Board in the Schedule of Fees and Fines.* *Approved 24/07/2019*

4. In addition, should a Club fail to supply an umpire as allocated in the senior and master fixtures, and then in that Club's next fixtured game (including semi-finals) they shall play the first half of their game with one (1) player LESS.
Amended: 03/04/13

5. If more than one (1) umpire of a Club allocated to umpire fails to attend an allocated senior and master's fixture, then the penalty shall be for a full game (including semi-finals) with one (1) player LESS.
Amended: 03/04/13

6. Substitutions can take place as normal, but no more than the starting total number may be on the field for the first half of the game at any time or for the entire game as per player suspensions in accordance to the rules.

7. **The fifteen (15) minute rule** will still apply for "two games in a weekend player." The Stadium Manager shall advise all Clubs by email and the Seniors Director of the team that has contravened this by-law before the next fixture. 2022 not applicable to Women.
Amended: 09/02/2022

8. The team that contravenes any points in by-law **14.3 -14.7**, inclusive, shall be penalized by losing any points gained from the fixture and the team offended against shall receive three (3) points for the win. Any goals scored by the team offended against shall be retained by that team. Those goals scored by the offending team shall be deducted.
Amended: 09/02/2022

9. **The Stadium Manager is responsible to email the offending club prior to match for penalties to apply and to write on the Match Report for the Turf Attendant, Tech Bench volunteers or Umpires to adjudicate penalties for a team playing with less player/s, due to failure to fulfil umpire duties.**
Amended: 09/03/2022

10. JUNIOR GAMES

1. When a team is required to supply an umpire, the club shall ensure that the umpire is of a competent standard and conversant with the current age group rules. **Refer to the Schedule of Fees and Fines for applicable penalties.**
Amended 05/06/19

2. An umpire shall not coach during a game. However, assisting the coach to explain the rules to players is to be encouraged by the senior mentor and junior umpire.
Amended 27/07/16

3. It is the umpire's duty to ensure that they and the team captains sign the card at the completion of the match
Amended: 24/04/07

4. To ensure duty of care for all players, junior umpires are not permitted to officiate more than 2 games consecutively.
Approved 27/04/16

5. If a club fails to provide a senior mentor for the “green shirts” umpiring program as per the J3-5’s umpiring roster, a fine will apply and fill-in senior mentors will receive compensation for their time **as set by the Board in the Schedule of Fees and Fines.** *Amended: 09/03/2022*

15. MISCONDUCT CARDS

Amended: 22/04/08

Any breach of the FIH Rules of Hockey shall be dealt with, where applicable, with the imposition of either a:

- A verbal warning or 2 minute suspension (Green card) - time starts when player on penalty seat, game time continues
 - Temporary suspension (Yellow card) – minimum 5 minutes
 - Permanent suspension (Red card) – must leave premises.
1. Temporary Suspensions - The Stadium Manager will record and administer temporary suspensions as follows:
 1. When a player accumulates four (4) temporary suspensions in the Busselton Association and affiliated association during the competition season, a one-game suspension from all Busselton competitions and affiliated associations.
 2. For every additional three (3) temporary suspensions accumulated a player receives in any Busselton Association & affiliated competition during the season after the fourth caution, a two-game suspension is imposed from all Busselton Association competitions and affiliated associations *Amended: 09/03/2022*
 3. If at the end of the qualifying season a player is due for disqualification under this rule, then the disqualification shall apply for the final’s series or for the next playing date of official competition the player is available to play.
 4. For the purpose of finals, all temporary suspensions will be removed from a player’s record at the end of the qualifying season.
 5. When a player accumulates two (2) temporary suspensions in any Busselton competition during the final’s series, a one-game suspension is imposed from all Busselton and affiliated association competitions as determined
 2. Permanent Suspensions (red cards)
 1. In the event of a player receiving a permanent suspension, the umpire concerned must submit a report (Red Card Report Form- back of score card) on the incident to the Seniors Director within 48 hours of the offence occurring.
 2. The player will be suspended from all Busselton and affiliated Association competitions for the next fixture for which they are available. The Office Manager will notify the club of player/s who are automatically suspended, with a minimum 24 hours’ notice. *Amended 25/05/16*
 3. The player under suspension permanent suspension may face a tribunal where the tribunal will decide if further penalty/penalties are to be incurred *and in accordance to the Complaint Handling and Disciplinary Policy.* *Amended 25/05/16*
 4. Suspended players have the right to defend allegations through the Complaints and Handling Policy formal procedures. *Amended 25/05/16*
 5. If at the end of the season, if a player is due for disqualification under this rule, (permanent or temporary suspension), then the disqualification shall apply from the commencement of the following season. *Amended 25/05/16*
 3. Game Suspensions

A player shall be deemed to be available for a game unless they are:

 1. Representing WA in an Australian Championship or Australian Hockey league game.
 2. Participating in an Australian Representative Team, or
 3. Serving a suspension imposed by the Protest and Disputes Tribunal or any further penalty which may be imposed by the Board from a complaint/incident report, in compliance to the Complaint Handling Policy formal procedures. *Amended 25/05/16; 27/07/16*

16. PLAYER AND CLUB PENALTIES, SUSPENSION OF A PLAYER BY A CLUB

1. In the event of an ineligible player playing in a qualifying fixture, the offending team shall lose any points gained from the fixture and shall be penalised three (3) further points. The team offended against shall receive a maximum of three (3) points for the win. Any goals and fairest & best votes should only be counted for the team offended against. Goals scored and fairest & best votes for the offending team shall be deducted. *Amended: 25/03/08*
2. The penalty for playing an ineligible player in any finals fixture will result in a forfeit. The next placed team will automatically play in the following finals fixture. *Approved 03/04/13*

3. In the event of a false recording of a name on the match card in addition to the penalties stipulated in By-law 16.1 herein, the player who plays under the false name and the player, if any, under whose name they have played shall be deemed not to have played on that day at all for the purpose of qualifying for a Finals fixture.
Amended: 25/03/08
4. If a Club fails to pay the required fees or present a register of members, the Club (or team) will be ineligible to participate in further games and will forfeit such games from the due date until the situation is rectified.
Amended: 24/04/07
5. If a team uses the goal circles for training purposes, the Club will be fined as set by the Board in the schedule of fees and fines.
Amended: 09/03/2022
6. **SUSPENSION OF A PLAYER BY A CLUB** Where any player is suspended by their Club for misconduct at a hockey fixture, and the fact of the suspension is advised to the Association, then that player shall not be permitted to participate in a hockey fixture in Western Australia for the duration of the suspension, save that the Board may vary the period of or remove the suspension as it deems fit.

17. REPORTS, COMPLAINTS, PROTESTS AND DISPUTES

1. It shall be the duty of any umpire or team Captain, staff or member of the Association board to make a report or complaint in circumstances of a serious nature such as:
 1. Disputing the decision of any umpire;
 2. Use of insulting or abusive language before, during or after a match;
 3. Striking a player or umpire;
 4. Execution of a deliberate act contrary to fair play;
 5. Causing interference or attempting to cause interference with the control exercised by an umpire during a match;
 6. Acting in a manner likely to bring discredit to the game of hockey.
2. An incident report or complaint should be forwarded in writing to the Stadium Manager within 2 working days following the alleged incident. Each report or complaint, other than one made by person/s other than mentioned above in 17.1, must be accompanied by a fee, as set by the Board in the **Schedule of Fees and Fines**. The fee may be refunded at the discretion of the Board.
Amended: 09/03/2022
3. All Fines or offences committed against the rules of the Association must be proved to the satisfaction of the Board following the Complaints Handling and Disciplinary Policy process. The Board may call upon any member to attend any meeting and reply to questions relating to the said report. If such member, after receiving due notice, fails to appear to answer such questions shall, at the discretion of the Board, be reported to the Club to which they are a member of, disqualified from taking part in any match under the Association rules or from holding any position in the Association or in any member Club, and shall suffer any further penalty which may be imposed by the Board.
4. In the event of any member, player, official or Club member of the Association being proved to the satisfaction of the Board to have been guilty of any violation of the laws of the game, the Rules or By-laws of or any decision or order of the Board, or of any misconduct, the Board by majority of five (5) shall have the power to order the offending member Club, player or official to be removed from the Association and suspended for a stated period or fined, penalised, disqualified or dealt with in such manner as the Board shall think fit.
Amended: 25/03/08
5. Any decision reached by the Board in terms of this rule, must be executed in writing and signed by the Board authorising the decision. Notification by text of this scanned documentation to be forwarded by email to the offending member Club, player and official within twenty-four (24) hours of the decision being reached, in compliance to the Complaint Handling and Disciplinary Policy process.
Amended 25/05/16
6. The Board shall have the power to adjudicate on all disputes and matters brought before it of any nature that in any way affects the Association of any Officer thereof, a Member Club or any of their members. The Board also has the power to delegate any of the powers under its Rules or By-laws to the Protest and Disputes Tribunal.
7. **PROTESTS AND DISPUTES**
 1. Members of the Protests and Disputes Tribunal are to be decided by the BHA Board.
Amended: 09/03/2022

2. The Protests and Disputes Tribunal shall hear all referred protests as soon as practicable and in accordance to the Complaint Handling and Disciplinary Policy procedures.

Amended 25/05/16

3. Should it be deemed necessary by the Protests and Disputes Tribunal, the Club against which the complaint is lodged shall be given at least twenty-four (24) hour notice by the Office Manager of the time and place at which a Club representative and the player(s) concerned may be asked to appear before the Protests and Disputes Tribunal. The Umpires who officiated the match in which the incident took place may also be required to attend.

4. The Stadium Manager will document the report, complaint, protest or disputes procedure, disciplinary action and outcome for confidential records and email the offending member/s and club official within twenty-four (24) hours of the decision being reached.

Approved 25/05/16

5. All reports or complaints (By-law 17.1; 17.2) will receive official email acknowledgement, as received and notice that the matter is in due process, by the Stadium Manager to the club and person who lodged the report or complaint within 2 days working days.

Amended: 09/03/2022

18. TRAVELLING OR VISITING TEAMS AND ELITE PLAYERS

Clubs interested in travelling, or hosting visiting teams or elite players, are to notify the Board of their intentions.

19. CHANGES TO BY-LAWS

No clause, or part of a clause of these By-laws shall be repealed or amended and no new clause shall be added to these By-laws except by a majority of votes at any meeting of the Board of Directors, or Special Meeting called for that purpose. Proposed alterations and present clauses(s) must be circulated to all Clubs at least ten (10) days before such meetings and must be dealt with no later than the next Board meeting.

Schedule of Fees and Fines (to be revised from time to time by the Board)

By-law	Brief Description	Revised Fee/Fine 05/06/2019 & 24/07/2019
3.1.1	Failure of a club or association to pay team registration fees or any other money that is due and owing by it within sixty (60) days following the due date for tax invoice payment...	A finance charge will be calculated at 1.5% of the amount due, per tax invoice monthly, irrespective of the quantum of the amount due
3.1.2	Failure of a player to pay any amount that is due and owing by him or her within sixty (60) days following the due date for tax invoice payment, then....	A finance charge will be calculated at 1.5% of the amount due, per tax invoice monthly, irrespective of the quantum of the amount due.
5.1.7	A person who has continuously resided in Western Australia for not less than two (2) months is deemed a resident of Western Australia. The Board shall grant a permit to a Club unless in its absolute discretion the Club will obtain an unfair advantage...	An application fee of \$50, together with verification of the applicant's permanent residency is to be submitted to the Office Manager. The Board reserves the right to refund the fee subject to the applicant's eligibility to play with Busselton Hockey Association Incorporated.
14.3	Failure to provide umpires for rostered matches...	Clubs will be fined \$100 per senior duty; fill-in umpire receives \$60, subject to By-law 14.3.3 Clubs will be fined \$40 per junior duty; fill in umpire receives \$20, subject to By-law 14.3.3 Fines to be invoiced within 14 days of the incident.
14.3.1	Failure to provide Tech Bench volunteers as rostered by the Seniors Director will incur a fine...	Clubs will be fined \$100 per Tech Bench volunteers. Fill-in senior mentors will receive \$60 compensation, subject to By-law 14.3.3
14.10.1 14.10.5	Failure to provide a senior mentor for the "green shirts" umpiring program as per the J3-5's umpiring roster...	Clubs will be fined \$100 per senior mentor not provided. Fines to be invoiced within 14 days of the incident Fill-in senior mentors will receive \$60 compensation, subject to By-law 14.3.3
<p>All umpiring fines not paid in compensation to fill-in umpires, senior mentors, tech bench officials are to be allocated to the Umpire Development Program. Additional to the applicable failure to provide rostered umpire/s fines above, any subsequent offences will incur a deduction of (3) premiership points from the offending Club's senior teams.</p>		
16.5	Clubs using the D during training	Clubs to be invoiced \$250
16.5 Fines to be allocated to Junior Development/Larger warning signs to be ordered and placed near goals		
16.6	If a Club fails to fulfill any volunteer duties as specified by the Board of Directors, it shall be fined an amount to be determined by the Board of Directors....	Clubs to be invoiced \$100 per hour per duty allocated at a minimum of 2hrs per duty allocated. Office Manager to offer extra volunteer duties to other clubs before engaging a commercial agency and pay the club with the fines collected. Eg. Pre-season busy bee task- window cleaning.
17.2	Complaint/Incident Report by member other than an umpire, team captain, staff or Board Member...	Each report or complaint, other than one made by person/s other than mentioned above in 17.1, must be accompanied by \$100 fee.

Revised Fee/Fine 09/03/2022