

1. CODE OF CONDUCT

- 1.1. All members of the Naracoorte Districts Hockey Association – players, coaches, officials, spectators and guests – are expected to abide by the relevant codes of conduct as advocated by Hockey Australia and/or Hockey SA and displayed within the Clubrooms.
- 1.2. Inappropriate and Abusive Behaviour by Spectators
An Umpire can temporarily suspend play and may notify Captains of the situation. An Umpire must notify an Official of the Association. An Official of the Association shall deal with the situation in an appropriate way.

2. FINANCIAL OBLIGATIONS

- 2.1. It shall be the responsibility of all Clubs to ensure that all monies owing to the Association are paid in a timely manner, as determined by the Executive.
- 2.2. A Club who has failed to pay debts owing to the Association may forfeit matches played or be suspended from the Competition at the discretion of the Executive.

3. ADMINISTRATIVE OBLIGATIONS

- 3.1. The Executive committee will, at the beginning of each year, set the amounts for the following fines: Late team nomination; Failure to meet umpiring obligations; Late clearance application; Late forfeit notification.
- 3.2. All Clubs are required to contribute to the running of the Association in accordance with the Constitution and these by-laws.
- 3.3. Clubs are required to provide 1 representative per senior team, as registered in the Association, at every Association meeting. These representatives must be exclusive of the seven members of the Executive. A warning will be given for non-attendance and each further non-attendance will incur the loss of 1 premiership point, to be taken from the highest placed senior team of that Club.
- 3.4. One representative per club shall be required to be part of each sub-committee that is created by the Executive as the need arises.

4. ENTRY AND WITHDRAWAL OF TEAMS

- 4.1. Each Club shall give notice in writing of the teams it wishes to enter in the premiership competitions to the Executive by the nominated date. Late nominations may be subject to an additional fee at the discretion of the Executive.
- 4.2. Any Club applying to withdraw a team shall be liable for all fees incurred at the time of its lodging the application with the Executive.

5. UMPIRES

- 5.1. Umpiring duties shall be allocated by the Umpiring Coordinator and notified with the draw at the commencement of the season. A Club which fails to meet an umpiring obligation shall be fined an amount as decided by the Executive at the beginning of the year.

6. REGISTRATION OF PLAYERS

- 6.1. Every player who plays in the Naracoorte Districts Hockey Association competition must be registered using the online registration system attached to the Naracoorte District Hockey Association website. Players must be registered prior to taking the field their first match of the season.
- 6.2. No player shall register with more than one Club during any one season without the approval of the Association or except as provided in these rules. A player who has not registered with a club for 12 months may register with another Club without a clearance.
- 6.3. Players registered with other Associations may play in the NDHA provided they comply with all other requirements of these by-laws.

- 6.4. Teams playing players who are unregistered or suspended or for whom no permit has been granted will forfeit the match or matches in which such player(s) take part and the score shall be recorded as 0-5 or the actual score whichever is the greater. The Registrar will notify in writing the team at fault of any of these infringements.
- 6.5. Every coach, manager and Club official who participates in the NDHA Competition shall be registered online in accordance with these Rules. Registration shall entitle participants to a vote at Association meetings.

7. CLEARANCES

- 7.1. A player registered with a Club shall not be registered with another Club unless he or she has been granted a clearance from his or her former Club.
- 7.2. Grounds for refusing a clearance by a Club shall be limited to failure to meet a financial obligation to that Club, or comply with a disciplinary ruling by the Association.
- 7.3. Clearances must be applied for using the Online Clearance system by the Club which the player is moving to by the Thursday prior to the player's first game.
- 7.4. Late clearances may be approved at the discretion of the Association Officials, with the addition of a late fee as determined by the Association each year.
- 7.5. A player shall have the right to appeal a decision to refuse a Clearance. Any such appeal shall be in writing and shall be addressed to the Executive for its determination. Any such determination shall be final.
- 7.6. A Club that plays a player without a Clearance shall forfeit the match or matches in which that player took part. The score shall be recorded as 0-5, or the actual score, where the margin is greater than 5 goals.

8. HONOURS AND AWARDS

- 8.1. Best and Fairest Awards
 - 8.1.1. At the end of each senior match both umpires need to record votes for the Best and Fairest players in the match on the score card as follows: three (3) votes for best, two (2) votes for second and one (1) vote for third.
 - 8.1.2. At the end of each junior match both umpires need to record votes for the Best and Fairest players in the match on the score card, selecting three (3) boys and three (3) girls, umpires will record: three (3) votes for best, two (2) votes for second and one (1) vote for third for the boys and three (3) votes for best, two (2) votes for second and one (1) vote for third for the girls.
 - 8.1.3. At the end of the minor rounds these votes shall be collated by the Registrar and the winner in each grade will be awarded a perpetual trophy and an individual trophy.
 - 8.1.4. Any temporarily suspended player (yellow card) will not be eligible for Best and Fairest votes for that game.
 - 8.1.5. Any fully suspended player will be automatically excluded from Best and Fairest Awards for that season.
- 8.2. Leading Goal Scorer Awards
 - 8.2.1. In each of the senior grades the player recorded as having scored the most goals in the minor round shall be awarded a perpetual and an individual trophy.
- 8.3. Goalkeeper of the Year
 - 8.3.1. At the end of each senior and junior match both umpires need to record votes for both Goalkeepers in the match on the score card as follows:
 - One (1) vote – Goalkeeper had minimal success for the action seen or no action;
 - Three (3) votes – Goalkeeper had moderate success for the action seen;
 - Five (5) votes – Goalkeeper had excellent success for the action seen.

- 8.3.2. At the end of the minor rounds these votes shall be collated and the winner will be awarded a perpetual trophy and an individual trophy.
- 8.4. Most Valuable Player Award (MVP).
- 8.4.1. After the last minor round, every player who plays in the senior competition are to vote for the MVP award – this is voted for by your peers. Only senior players who have qualified for finals are eligible.
- 8.5. Umpire of the Year – At the end of the minor rounds each senior team will be asked to nominate three (3) umpires of the year. The umpire receiving the most votes shall be awarded an individual and perpetual trophy.
- 8.6. Rising Star Umpire – Shall be awarded by the Umpiring Coordinator, based on significant improvement up to 2 years from the time they started umpiring, and recipient shall be awarded an individual trophy.
- 8.7. Team of the Year – At the end of the minor rounds, each Coach/Captain of the senior teams will be asked to select a side consisting of field players, a goalkeeper and a coach from each of the other senior teams. The 16 players and the coach receiving the most nominations will be announced as the Team of the Year.
- 8.8. Grand Final Best on Ground Award
- 8.8.1. At the end of each grand final match the umpires shall decide on the player deemed to be Best on Ground for that match.
- 8.8.2. Any temporarily suspended player (yellow card) during the grand final match will not be eligible for Grand Final Best on Ground Award.
- 8.9. Honour Roll – Life Members
- 8.9.1. The names of all Association Life Members will be recorded in an Honour Roll to be displayed in the Clubrooms and/or on the Association web site.
- 9. RULES FOR MATCHES**
- 9.1. Each team shall supply a ball.
- 9.2. In the event of a team commencing a game without eleven (11) players, the absent player(s), on arrival shall be allowed to take their place on the field at any time during the game provided they enter at the centre line in view of the umpire.
- 9.3. Coaches/Captains may add to the team listed on the card up until the end of the half time break of that game and must remove the names of any players who did not participate in that game prior to signing the match card.
- 9.4. The maximum number of players to be listed on the card is sixteen (16) for each junior team and sixteen (16) for each senior team. Player names must be written in full, in clear block letters.
- 9.5. The time allocated for a match will not be extended except where a player is seriously injured and has to be carried from the field or a goalkeeper has to be replaced requiring a player to be fully kitted up.
- 9.6. Abandoned Matches
- 9.6.1. After play has commenced the match may only be abandoned upon the agreement of the two umpires concerned. If the match is abandoned before the completion of the first half it shall be rescheduled for a time agreed by all parties. Only players named on the Match Card at the time of the abandonment may take part in the rescheduled match. If a match is abandoned after the completion of the first half the score at the time of abandonment shall be recorded as the final result.
- 9.6.2. All premierships matches shall be played on the day and at the time set out in the program of matches except when:

- 9.6.2.1. An alteration to the day and time has been determined by the Executive and communicated to the clubs and umpires involved;
 - 9.6.2.2. The clubs involved have obtained the express permission of the Executive to reschedule the match.
 - 9.6.2.3. A Club has complied within the rules and forfeited the match;
 - 9.6.2.4. The captains or umpires of the match decide that the ground is unfit for play. The Executive shall reschedule the match for a time suitable to both Clubs.
 - 9.6.2.5. Any team not playing in accordance with the schedule shall forfeit the match 5-0.
- 9.6.3. Prior to commencement of a match the umpires shall signal to both teams that the match is to commence. Any team not on the field within 10 minutes of the commencement signal shall be deemed to have forfeited the match.
- 9.6.3.1. Any team delaying the commencement of a match shall be penalised by one goal being added to their opponents score for every five minutes or part thereof by which the match is delayed. The umpire shall notify the offending team of the penalty and record it as a "Time Penalty" goal on the match card.
 - 9.6.3.2. If at the end of the 10 minute period neither team is ready to play the umpires officiating may abandon the match and no points shall be awarded or if they agree they may still play the match but the time lost through delay shall be deducted equally from the two halves of the match.
- 9.7. In the event of an appointed umpire or umpires not arriving on the ground at starting time then the captains shall appoint an umpire or umpires and this shall be recorded on the match card.
- 9.8. Where it is felt to be in the best interest of the Association the Executive may reschedule matches by advising the Clubs involved and the umpires. A Club which feels unfairly disadvantaged by such a change shall have the right to appeal to the Executive.

10. PLAYER DISCIPLINE

- 10.1. In accordance with the Rules of Hockey, umpires shall have the right to discipline players who persistently break the rules of the game and/or the Association's Code of Conduct.
- 10.1.1. **Report** – for very serious offences an umpire may report a player for the matter to be considered by the Tribunal, which will comprise of the Association President and all Club Presidents.
- 10.2. Players shall accumulate penalty points on the following scale:
- 10.2.1. **Green Card** (Warning) – 1 point
 - 10.2.2. **Yellow Card** (Temporary Suspension) – 5 points
 - 10.2.3. **Red Card** (Full Suspension) – 15 points
 - 10.2.4. **Report** – 10 points plus any points added by the Tribunal
- 10.3. Any player accumulating 15 or more points will be automatically suspended for 1 match. On serving the one match suspension the player's accumulated total will be reduced by 5 points.
- 10.3.1. If a player receives a card on their last game of the season that takes them to 15 points or more, they will be suspended for the first game on their return. They will then start that season with zero (0) points.

11. FORFEITS

- 11.1. The following rules apply only to matches which are forfeited due to one team being unable to participate and do not apply to matches forfeited due to failure to comply with Player Regulations.

- 11.2. A club intending to forfeit a match must, by 7pm Thursday prior to the match, notify the opposing team, the Umpires Coordinator and the Registrar. If any Club fails to comply with this provision it shall be liable to the fine as determined by the Executive at the start of the year.
- 11.3. In the case of a junior side being forced to forfeit without notice due to an unexpected lack of numbers the fine may be waived if a scratch match is organised thereby permitting players present an opportunity to play.
- 11.4. The forfeiting team must complete a match card and indicate forfeit details but may not record the names of any players on the card. A match card must be submitted for each match forfeited. The winning Club must record names on the card and the match will be recorded for each player named and count towards qualification for finals matches.
- 11.5. A team receiving a forfeit shall be credited with 4 premiership points and a goal score of five to nil (5-0).
- 11.6. If two opposed teams forfeit neither shall be credited with any score or points. The game shall not be re-scheduled.

12. COMPETITION RULES

- 12.1. All grades will abide by the Rules of Hockey as issued by the International Hockey Federation, taking into account any recommendations made by Hockey Australia, Hockey SA and/or NDHA Executive Committee. All rule modifications will be documented as an addendum to the by-laws.
- 12.2. It is recommended that a person who has a medical condition should play at their own risk.
- 12.3. A player who is bleeding must leave the field when safe to do so, and the area of bleeding must be covered before the umpires allow that player to return to the field. If any visible part of the player's clothing is blood stained the umpires shall not allow that player to return to the field until the garment is replaced or washed. If there is blood on the playing surface the area must be cleaned effectively before play continues.
- 12.4. Qualifications for Finals Matches - No player shall be permitted to play in any final matches unless he/she has played at least five (5) rounds during the season for the club wishing to play him/her. In the event of any players missing matches through injury or other extenuating circumstances, they may apply for a permit to participate in finals. No player may play finals unless they have played a minimum of five (5) rounds and is a fully paid member of a participating association Club. The Registrar must receive permits by 7pm on the Monday prior to the first final starting, and will refer the permit to the Executive to determine whether or not to approve the permit.
- 12.5. All players registered with the Association are entitled to play one senior game with their club in each round of scheduled matches.
 - 12.5.1. Teams will be able to borrow players to fill a team to equal the opposition's numbers or to a maximum of twelve (12). Borrowed players will not be eligible to accrue any votes and may only be borrowed from a team that was scheduled for a bye or that has been subjected to a forfeit.
 - 12.5.2. An under 13 male junior player may participate in a female senior competition subject to the approval of the Registrar and in accordance with rule 12.5.1.
- 12.6. To be eligible to play in a junior grade of the Association a player must be under the required age at midnight on 31st December of the previous year.
- 12.7. Junior players participating in senior competitions are subject to all the rules of that competition.
 - 12.7.1. An Under 13 junior player may participate in a senior competition subject to their eligibility to play in the Under 16 competition as determined each year. If, for any reason, there is no Under 16 competition the minimum age for juniors to participate in

a senior competition will be 11 years as of 1st January of that year or as determined at a general meeting prior to the start of the season.

- 12.8. Junior players may play in any junior grade for which they are qualified by their age.
- 12.9. Permits to play a player who is older than the required age may be issued subject to the agreement of the Registrar and a majority vote of the Junior Committee (excluding the representative of the club applying for the permit), and are subject to the Registrar and Junior Committee representatives being convinced that such a permit is in the best interests of the player and the competition. Permits granted under this provision may be revoked at any time after being re-assessed by the Registrar and Junior Committee with a majority agreement that they are no longer appropriate.
- 12.10. Subject to the approval of both Clubs, a junior player may be registered to play in a junior competition for one Club and a senior competition for another.

13. PREMIERSHIP COMPETITION

13.1. The Executive shall determine the number of matches or rounds to be played in each grade.

13.2. Points shall be awarded as follows:

- Four (4) premiership points for a win
- Two (2) premiership points for a draw
- One (1) premiership point for playing
- Nil (0) premiership points for a forfeit

13.3. Ranking for Semi Finals

If two or more teams have the same number of points at the end of the qualifying (minor) round matches, these teams shall be ranked according to the following method:

If a tie exists – percentage of goals scored divided by the sum of goals scored and goals conceded will determine position on premiership ladder, e.g.

Goals Scored	Goals Conceded	Total	Percentage
11	4	15	73.3%

- If a tie still exists – comparison for goal difference: goals scored less goals conceded.
- If a tie still exists – a play-off will be scheduled.

13.4. Subject to the discretion of the Executive, finals matches shall be played in the following order:

13.4.1. Semi-finals:

Elimination final – 3rd team v 4th team

Qualifying final – 1st team v 2nd team

13.4.2. Preliminary Final:

Winner of Elimination final v Loser of Qualifying final

13.4.3. Grand Final:

Winner of Preliminary final v Winner of Qualifying final

13.5. Drawn Semi and Preliminary Finals Matches – Across all grades

13.5.1. In the event of a draw the umpires shall declare an interval of 5 minutes. The teams shall change ends and play 5 minutes extra time, then swap ends (no interval) and play another 5 minutes extra time. The first side to score will be declared the winner. If the Semi Final is still a draw the team higher on the premiership ladder will go through to the Preliminary Final.

13.5.2. If the Preliminary Final is still drawn at the end of extra time the teams will play one on ones until a winner is decided. If the Under 13 Preliminary Final is still drawn at the end of extra time the higher placed team will go through to the Grand Final.

13.6. Drawn Grand Final Matches – Under 13

13.6.1. In the event of a draw the umpires shall declare an interval of 5 minutes. The teams shall change ends and play 5 minutes extra time, then swap ends (no interval) and play another 5 minutes extra time. The first side to score will be declared the winner. If at the end of extra time it is still a draw, both teams will be declared the winner.

13.7. Drawn Grand Final Matches – Senior Grades and Under 16

13.7.1. In the event of a draw the umpires shall declare an interval of 5 minutes. The teams shall change ends and play 10 minutes extra time, then swap ends (no interval) and play another 10 minutes extra time. The first side to score will be declared the winner.

13.7.2. If the match is still drawn penalty shoot outs will be played in accordance with 13.8.

13.8. Penalty Shoot-out Competition (One vs One)

13.8.1. If the match is still drawn after the playing of all extra time periods a series of 5 penalty shoot-outs shall be played. Five players from each of the two teams, chosen by their captains from the players listed on the match card, but excluding any player who is under suspension, shall take part in a penalty shootout against the same goal keeper who finished the match unless he/she has been incapacitated. The players will make their attempts in the nominated order.

13.8.1.1. The umpires shall choose the goal to be used; the captains shall toss for choice of start. The winner of the toss shall have the right to take or defend the first penalty shoot-out. The sides shall then take turns to attempt to score.

13.8.1.2. The attacker shall stand behind the 25 yard line, in the centre of the field. The opposition goalkeeper shall stand with their feet behind the goal line.

13.8.1.3. When the umpire is satisfied that both players are in the correct position and ready, they shall commence play by blowing their whistle. The goalkeeper may not move until the whistle is blown.

13.8.1.4. The attacker has ten (10) seconds in which to score. The 10 seconds shall be independently timed by the second umpire.

13.8.1.5. Whilst the ball is in the circle it is in play.

13.8.1.6. A breach by the goalkeeper, unintentional or deliberate will result in a penalty goal being awarded.

13.8.1.7. A breach by the attacker (including starting before the whistle) will result in the end of the attempt.

13.8.1.8. The attempt has concluded when a goal is scored, a penalty goal is awarded, the ball has left the circle or gone over the backline (no matter who last hit it), the attacker or defender has breached the rules, or time has expired.

13.8.2. If the game remains drawn after the first series of shoot-outs a sudden death penalty shoot-out competition will commence.

13.8.2.1. The captains may nominate any team member not under suspension (but at least five players), in any order for this competition. The players will make their attempts in the nominated order.

13.8.2.2. The teams take penalty shoot-outs alternately until, after an equal number of penalty shoot-outs have been taken, one team establishes a winning score.

14. RULES FOR PLAYERS

- 14.1. Match cards must be completed before commencement of the match. The card must show the Given Name and Surname of each player in block print and the shirt number of each player.
- 14.2. All completed match cards must be placed in the card box in the clubrooms.
- 14.3. Any match card not signed by the captain, or officiator of the team, shall be recorded as a loss.
- 14.4. There shall be separate competitions for male and female players, excepting carnivals where programmed as mixed events and junior matches under modified and special rules.

15. UNIFORMS

- 15.1. All Clubs must register their uniform with the Association prior to the commencement of the season. The Executive shall have the responsibility for approving uniforms and setting any conditions for the wearing of a uniform.
- 15.2. Once registered a uniform may not be changed without the express approval of the Executive.
- 15.3. For the purposes of this clause a uniform consists of playing top, shorts or skirt and socks.
- 15.4. Where it is felt that two Club's uniforms are too similar, conditions may be applied to the wearing of the uniform in matches played between the two teams.
- 15.5. All players must be attired in their uniform to the satisfaction of the umpires. Umpires are empowered to suspend any offending player until he/she is satisfactorily attired.
- 15.6. Players' shirts will have a number on the back which is clearly visible.
- 15.7. If a club has two teams entered in the same grade they should make distinctions in their colours and submit these to the Executive for approval.

16. TURF MANAGEMENT

- 16.1. In order to protect the turf from damage and to maintain the surface in good condition to ensure a prolonged life the following rules and regulations will be enforced:
- 16.2. Entering and Exiting
 - 16.2.1. All entry must be through the water trap. No one, other than emergency medical personnel is permitted to enter the turf area by any other means.
 - 16.2.2. All shoes must be clean before going onto the surface.
 - 16.2.3. On training nights, club members may exit the turf via the water trap entry. It is the responsibility of the training club to fill the water trap and monitor correct entry/exit.
 - 16.2.4. On game days all playing team members must exit the turf behind the dugouts and walk around the outside of the field back to the clubrooms so as not to delay the next game. It is the responsibility of the duty club to keep the water trap filled on game days and the responsibility of all members to monitor correct entry/exit. Officials may exit the pitch via the water trap.
 - 16.2.5. If any player, official or spectator in the dugout steps onto any area outside of the fence during a match they must re-enter through the water trap before they can return to the field. No exceptions.
 - 16.2.6. If a player arrives late to a match they must go through the water trap and walk around the inside of the fence on the side of their team's dugout. The player must stop should play be within their vicinity and may continue once play has left the vicinity.
 - 16.2.7. No one is allowed to jump the fence at any time.
 - 16.2.8. No dogs or other animals allowed on the turf.

- 16.3. General Code of Conduct for protecting the turf
- 16.3.1. Correct footwear must be worn – no heels, sprigs or other hard pointed footwear that may damage the surface.
 - 16.3.2. No food or drink allowed on the turf, with the exception of water.
 - 16.3.3. No chewing gum or smoking permitted within the fenced area of the turf.
 - 16.3.4. No spitting on the turf. Any blood or other fluids that land on the turf must be cleaned effectively and without delay.
 - 16.3.5. No sitting on the fence.
 - 16.3.6. Buckles must be taped and jewellery or other potentially loose items, e.g. earrings & hairpins, must be secured effectively or removed prior to using the turf.
- 16.4. Failure to abide by these rules will result in an initial fine as set by the Executive prior to the season. Continual breaches will incur higher fines. Fines will be sent to clubs, who may pass them on to players, officials and spectators at their discretion.
- 16.5. All reports of breaches to these rules must be to the Executive with at least one supporting witness to confirm the breach has occurred.
-

ALTERATION OF BY LAWS GUIDELINES

Amendments: The By Laws may be amended, altered, added to, varied or rescinded in whole or in part by a resolution. This resolution shall be passed by a majority of votes cast by members present at the Annual General Meeting.

Notice of Motion: Notice of any motion affecting the By Laws shall be given to the Association in writing, signed by the proposer and seconder, no less than fourteen days before the meeting at which it is proposed it should be moved (email is acceptable).

Notice to Members: The Secretary shall forward to each Member Club a notice setting out the purpose of such motions no less than seven days before the Annual General Meeting.

Voting on Motions and Amendments to Motions: Motions that suggest methods of resolving issues are put forward and to a vote. Once the motions receive a simple majority, or a majority as defined in the standing orders, they become resolutions. Sometimes amendments to a motion are put forward. Only after the amendments are debated and voted upon can the revised substantive motion be brought to the vote.

For more details see the *Meeting Procedures Pro Forma* and *Standing Orders for Meetings* attachments.