

CONSTITUTION

Jandakot Jets Junior Football Club

1. Name

The name of the club shall be the ***Jandakot Jets Junior Football Club*** Incorporated hereinafter referred to as, "The Club".

2. Colours

The initial club colours shall be red and white and shall be designed in such a manner as the committee determines.

3. Address

The Club's Registered Office shall be situated at an elected address as determined by the Committee.

4. Affiliation

The Club may affiliate with such organisations as the Committee deem fit.

5. Objects

The objects of the club shall be:

- a) to promote, advance, foster and cultivate the game of junior football
- b) to assist in the educational advancement of the community by means of the development of a sense of fair play and a love of sport; in particular, football
- c) to educate, train, coach and encourage members of the The Club in the game of football so that all members have the opportunity to reveal their maximum potential
- d) To encourage members of The Club to assist in the development of the game of football throughout Australia but particularly within those areas zoned to the South Fremantle District Football Development Council, as defined by the regulations of the West Australian Football Commission.
- e) Foster a supportive and fun culture within The Club through encouraging family involvement.
- f) To take advantage of the services of the Recreation Department of the City of Cockburn.
- g) The Club shall be non-sectarian and non-political
- h) The control and management of football teams deemed necessary by The Club

6. Powers

The Club has power to do all such things as are necessary, incidental or conducive to the attainment of the objects of the District Football Development Council. The Club is bound by the Bylaws as determined by the District Football Development Council.

7. Non Profit

The income and property of the Club whencesoever derived, shall be applied solely towards the promotion of the objects of the Club, and no portion thereof shall be applied, paid or transferred directly or indirectly by way of dividend, bonus or otherwise howsoever by way of profit to the persons who, at any time, are or have been members of the Club, or to any of them, or to any person claiming through any of them. Provided that nothing herein contained shall prevent the payment in good faith of remuneration for services rendered to any person employed by the Club in conducting the business of the Club.

8. Membership and Life Membership

8.1. Membership shall be open to all persons approved by the Committee on payment of the prescribed membership subscription. All members must sign a Code of Conduct as set out by the committee. Medical forms asked to be completed so First Aid officers can be informed

8.2. The term "Member" in respect of any minor shall include the parents or guardians of that minor.

8.3. A member shall cease to be a member if:

8.3.1. They resign;

8.3.2. They fail to pay any subscription due;

8.3.3. They are expelled

8.4. Life Membership shall be decided by existing Life Members of the Club, after the current Executive Committee has determined that the nominees have met the criteria for life membership, as outlined in 8.4.1.

8.4.1. To be considered for Life Membership, members must have served five year's continuous service as a consecutive Committee member or team official, that goes over and above their role for the CLUB, not just their team.

8.4.2. Maximum of two (2) Life Members can be made in any one year.

8.4.3. Nominations shall be made in writing to the Secretary, five (5) days prior to the Life Member Meeting by a financial member.

8.4.4. The Executive Committee retains the right to reject any nomination where the Life Membership criteria have not been met. The nominating member will be notified in writing as to the reason.

8.4.5. All nominees will have their achievements listed in writing by the Secretary and handed to those present at the Life Member Meeting.

8.5 Voting Procedure for Life Membership, will consist of current Life Members, Club Secretary and an Executive Committee Member.

8.5.1 All Nominees achievements shall be sent to all Life Members for their information and for Life Members to prepare any questions, which will be answered by current Secretary and other attending Executive Committee member to the best of their knowledge. An absentee vote will be allowed but cannot be opened until Life Member Vote.

8.5.2 Current Life Members to vote up to 2 nominees or abstain. Votes to be tallied by Secretary. If there is a majority of those who have voted then they will be declared new Life Member. If there is 2 nominees with the same amount of votes then they will both be declared as new Life Members. If there is more than 3 nominees with the same amount of votes then all current Life Members will be asked to vote again on those nominees only.

8.5.3 New Life Member(s) will be announced at Youth Dinner.

9. Administration

The Club shall be managed by an Executive committee comprised as follows:

President
Senior Vice President
Junior Vice President
Secretary
Treasurer
Registrar
Auskick Co-ordinator

Other Members (No more than 16) Committee members must be 18 years of age or older.

10. Committee

10.1 The Club delegates to the organisation with which it is affiliated shall be required to attend all meetings of those organisations.

10.2 All committee members (position holder) will receive a 50% discount on the yearly member registration fee, refundable to committee member in June of the playing year, or at Treasurers discretion.

10.3 All committee members (position holder) to be aware of and sign a Conflict of Interest Disclosure Agreement

11. Financial Year

The financial year shall be from November 1 to October 31st in the following year. All members shall be deemed to be financial for the purpose of The Annual General Meeting or for nomination purposes, provided the previous year's annual subscription has been paid.

12. Power and Duties of Officers

President - To oversee the activities of the club and ensure all business is conducted in an ethical manner and within the guidelines of the Constitution and/or ByLaws and to ensure that all club officials receive the necessary guidance, leadership, resources and communication to ensure the smooth running of the club.

1. Chair all meetings where practical and provide adequate communication to the Vice Presidents to enable them to chair meetings in the President's absence.
2. Provide clear direction and communication to committee members and general members to enable them to carry out their duties within the guidelines of the Constitution and/or ByLaws.
3. Assist the Treasurer to compile realistic and achievable financial budgets for the season.
4. Represent the club as a delegate to the District Development Council and JCC and liaise with the local council on behalf of the club.
5. Responsible for the information entered on the club website.
6. The setting of strategic plans aimed at providing opportunities for all children in the area to have the opportunity to play football in the best possible learning environment.
7. Foster an interactive, progressive committee and ensure they have the necessary skills and resources to carry out their duties.
8. Manage Portfolio as set down by the committee.

Senior Vice President - Responsible for assisting the President carry out their duties and to assume control of the committee meetings in the President's absence. Responsible for the effect and efficient running of the Youth teams in the club.

1. Work with the Fundraising Coordinator and Treasurer to ensure a fundraising strategy is in place to assist with the financial viability of the club.
2. Oversees the operations of the canteen liaising with the Canteen Manager.
3. Liaise with other users of the Atwell Reserve facility to ensure the effect and efficient running of the facility.
4. Assume the role of chair at committee meetings and attend delegates meetings in the President's absence.
5. Manage Portfolio as set down by the committee.

Junior Vice President - The Junior Vice President is responsible for assisting the Senior Vice President and President carry out their duties and to assume control of the committee meetings in the President's and Senior Vice President absence. Responsible for the effective and efficient running of the Junior teams in the club.

1. Oversee the integrity of player registrations by ensuring that a club registrar is appointed and adequately skilled in their role.
2. Liaise with the Coaching Coordinator to ensure that all coaches are adequately appointed and accredited.
3. Ensure the ground is adequately marked and liaise with the Grounds Manager to ensure that the ground is correctly marked.
4. Liaise with other users of the Atwell Reserve facility to ensure the effect and efficient running of the facility.
5. Assume the role of chair at committee meetings and attend delegates meetings in the Senior Vice President's and Presidents absence.
6. Manage Portfolio as set down by the committee.

Secretary - The Secretary shall be responsible for keeping an accurate record of all incoming and outgoing correspondence for the club and that all members are kept up to date in terms of club directions, events and any other general communication.

1. Keep an accurate record of all happenings at all committee meetings and circulate meeting minutes within two weeks of each committee meeting.
2. Receive all incoming correspondence and pass it onto the appropriate person as soon as practical. All correspondence to be filed accordingly, as most is received by email.
3. Generate outgoing correspondence and keep an accurate record of all correspondence and ensure that all Executive Members are notified accordingly, while ensuring that all outgoing correspondence adheres to club standards.
4. Ensure that all requests for information are honoured on behalf of the club within specified deadlines.
5. Coordinate the team photos.
6. Organise all club Trophies,
7. Maintain a clear and logical filing system housing all official club documentation.
8. Manage Portfolio as set down by the committee.

Treasurer - The Treasurer shall be responsible for ensuring all players are financial, for all matters relating to finances within the club and will be responsible for ensuring the financial viability of the club.

1. Together with the President, put together a realistic and achievable budget for the season.
2. Receive all monies into the club and issue receipts for same, bank all monies as soon as is practical.
3. Obtain approval at committee meetings for the payment of any assets and any running coss of the club ; and file receipts.
4. Present a written true and accurate record of finances to the committee at monthly meetings.
5. Present all financial accounts together with receipts annually to the club auditor prior to the AGM each year.
6. Issue Uniform Manager and Canteen Manager with necessary floats and ensure collection of same.
7. Maintain the Club's Public Liability Insurance so that it is current.
8. Make sure the Asset Register is up to date.
9. Provide a summary of income and expenditure via written Treasurer's Report at the Annual General Meeting of each year.
10. Receive all incoming correspondence and pass it onto the appropriate person as soon as practical. Record all incoming correspondence and report to the committee with a true and accurate list each meeting.
11. Manage Portfolio as set down by the committee.

Girls Coordinator -

Responsible for the growth and promotion of Girls Football

1. Assists the District Development Council in the promotion of the Girls Program.
2. Liaise and delegate to the Auskick Coordinator for the promotion of the Girls Program through the club.
3. Attend meetings conducted by the District in relation to the program.
4. Report to club monthly meeting.
5. To assist Vice Presidents in allocation of players to teams.
6. Manage Portfolio as set down by the committee.

Auskick Coordinator – The Auskick Coordinator shall ensure the smooth running of all Auskick activities aimed at developing basic football skills amongst players with minimal pressure or opposition. This will be achieved through a close working relationship with the club committee, Auskick Coaches and Team Managers.

1. Liaise with Coach Coordinator to ensure that all coaches achieve the necessary accreditation. Form a Sub-Committee to help throughout the season if needed.
2. Set goals for the year and ensure a common focus is achieved with all Auskick teams. Communicate to parent's season format.
3. Attend Auskick meetings on behalf of the club.
4. Recruit and delegate roles to parent helpers, including umpiring, grounds, equipment, canteen help and first aid.

5. Distribute monthly newsletter to parent from Newsletter Coordinator.
6. Coordinator Grid Games (if allocated AFL match through District) and Field Days.
7. Liaise with the Girls Coordinator to promote and coordinate the Girls Auskick Program
8. Establish team numbers and together with coaches place players (provided by Registrar) into teams of equal ability.
9. Liaise with Property and Equipment Managers to ensure all equipment is available for the year.
11. Report to club monthly meetings.
12. Manage Portfolio as set down by the committee.

Registrar The Registrar is responsible for ensuring that all players game tallies are received and updated in a timely manner.

1. Liaise with Team Manager Coordinator at the commencement of the season to ensure all players are registered.
2. Ensure all team sheets and voting cards are received at the completion of each round and posted to the District.
3. Attend Registrar's meetings conducted by the District.
4. To approve player recognition "JANDAKOT JETS JFC CLUB CAREER JUMPER'. Pups – U18's. If a year is missed due to injury, a letter must be received with an explanation for missed year, then approval will be made by Executive Committee. Recognition is for playing with Jandakot Jets JFC only.
5. Tally games played by each player at season's end and enter onto rear of registration card.
6. Maintain an up to date and accurate list of all registered players and distribute to relevant members of the committee as required.
7. Liaise with the Auskick Coordinator and Vice President's at the beginning of the season on recommended teams to field for the season based on registrations received on or before registration day.
8. Report to club monthly meetings.
10. Manage Portfolio as set down by the committee.

Auskick Administrator – To assist the Auskick Coordinator with the smooth running of all Auskick activities This will be achieved through a close working relationship with the club committee, Auskick Coaches and Team Managers.

1. To assist with all Registrations.
2. Management of the Facebook account, and distribute any relevant information.
3. To arrange weekly Award Certificates
4. Organise Wind up, as per budget set down by Committee
5. Report to club monthly meetings.
6. Manage Portfolio as set down by the committee.

Coach Coordinator - The Coach Coordinator shall assume responsibility for the development of

football skills amongst the players by providing effective guidance, direction and communication to the Coaches.

1. Ensure all coaches have the necessary accreditations and coordinator courses as required.
2. Conduct regular meetings with coaches to ensure effective communication, goal setting and player development.
3. Monitor coach development and provide necessary support and/or coaching to coaches.
4. Represent the club at Coach Coordinator meetings conducted by the District.
5. Report to club monthly meetings.
6. Manage Portfolio as set down by the committee.

Team Manager Coordinator – The Team Manager Coordinator shall assume responsibility for the dissemination of accurate up to date information to all team managers.

1. Responsible for ensuring that all team files are complete with all resources and information required for distribution to Team Managers at commencement of season.
2. To co-ordinate Team Manager meetings to ensure New Managers Junior and Youth have adequate training. Ipad Training for any new youth managers.
3. Liaise with Team Managers at the commencement of the season to ensure they are fully conversant with correct procedures of completing team sheets, using iPads etc.
4. Direct point of contact for Team Managers.
5. Distribute monthly newsletter to Team Managers for distribution to their players.
6. Report to club monthly meetings.
7. To make sure all Ipads are updated and ready to use prior to Team Manager Meeting.
8. Responsible for AFL Volunteer Program updates.
9. Manage Portfolio as set down by the committee.

Events Youth Teams Y7-18's - Reporting through to the Senior Vice President and Secretary in relations to all youth wind up's and club functions.

They shall ensure that a social events programme is developed for the season to realise the financial targets set by the Treasurer and President. This is in conjunction with Junior Events Co-ordinator and Fundraising Co-ordinator.

1. Assemble a Sub-Committee if necessary (to include the Snr Vice President) to assist with the planning and execution of all fundraising activities.
2. Negotiate all prizes for raffles, quiz nights, etc.
3. Co-ordinate with Secretary in relation to Trophies and photos
4. Report to club monthly meetings.
5. Manage Portfolio as set down by the committee

Events Junior Teams Y3-Y6 - Reporting through to the Junior Vice President and Secretary in relations to all junior windup and club functions. . They shall ensure that a social events programme is developed

for the season to realise the financial targets set by the Treasurer and President. This is in conjunction with Junior Events Co-ordinator and Fundraising Co-ordinator

1. Assemble a Sub-Committee if necessary (to include the Jnr Vice President) to assist with the planning and execution of all fundraising activities.
2. Co-ordinate with Secretary in relation to Trophies and photos
3. Report to club monthly meetings.
4. Manage Portfolio as set down by the committee

Fundraising/ Sponsorship Coordinator – To fundraise for club for the ongoing upkeep of equipment. . To Liase with Events Co-ordinators and assist in any social club events.

1. Apply for and be holder of all permits associated with fundraising.
2. Assemble a Sub-Committee if necessary (to include the Snr Vice President) to assist with the planning and execution of all fundraising activities.
3. Negotiate all prizes for raffles, quiz nights, etc.
4. Source sponsorships through the Sponsorship Program in the form of financial assistance, prizes and services on behalf of the club.
5. Report to club monthly meetings.
6. Manage Portfolio as set down by the committee

Canteen Manager - The Canteen Manager will be responsible for all activities associated with the canteen each week at home games and will assume responsibility for profit generation, staffing, ordering and hygiene.

1. Develop a range and price structure of products to be sold in the canteen, which represents value and maintains profit margins.
2. Liaise with the Treasurer in relation to floats, and monies in and out. Use cash register to assist in stock control, reports and monies received
3. Organise the delivery of products for sale in the canteen.
4. Ensure that the risk of infection is minimised through maintaining a clean and hygiene working environment, including utensils.
5. Liaise with the Senior Vice President in relation to any issues associated with the running of the canteen.
6. Report to club monthly meeting.
7. Manage Portfolio as set down by the committee.

IT Coordinator – Responsible for the dissemination and communication of information from the club to the players and parents, through the website, social media platforms and newsletter. Instagram ALL social and traditional media platforms and the newsletter.

1. Newsletter to be distributed as needed to the committee, Team Manager Coordinator and Auskick Coordinator for dissemination to all Team Managers.
2. Ensure Website is up to date with, important dates, minutes from meetings and committee contacts at all times.

3. To liaise with Secretary in regards for information for Powerpoint presentations and make sure Powerpoint presentations are ready for club events.
4. Report to club monthly meeting.
5. Manage Portfolio as set down by the committee.

Grounds Manager /Game day Co-ordinator – Ensures the grounds are correctly marked before the first game of the season and during the season.

1. Liaise with the President to ensure the council has completed the initial marking of the oval for the beginning of the season.
2. Responsible for the arrangement and co-ordinating of line marking contractor, at Harmony and Atwell Ovals
3. Ensure the lines are continually visibly marked during the season.
4. Liaise with the council on any matters pertaining to the upkeep of the ground.
5. Liaise with the Senior Club regarding line marking.
6. To make sure clubrooms are opened for game day set up
7. Report to club monthly meeting.
8. Manage Portfolio as set down by the committee.

Jumpers and Team Kit Officer/s - Responsible for the management of team jumpers and kits for the club.

1. Ensure that all team jumpers are returned clean at the end of the season.
2. Manage an itinerary of jumpers issued per team.
3. Ensure that all kits are equipped with necessary equipment (i.e.: goal flags, first aid) for the season for issue to coaches.
4. Liaise with Team Manager Coordinator in relation to management of jumpers.
5. Purchase new jumpers on behalf of the club with the committee authorisation.
6. To keep a record of all jumpers and kits for asset register.
7. Report to club monthly meeting
8. Manage Portfolio as set down by the committee.

Property Officer - Responsible for the management of club equipment.

1. Ensure that all equipment is maintained in working order before and during the season.
2. Manage the club equipment asset register.
3. Purchase new equipment on behalf of the club with the committee authorisation.
4. To keep a record of all football and training equipment for asset register.
5. Report to club monthly meeting.

6. Manage Portfolio as set down by the committee.

Uniform Officer - Responsible for the club merchandise purchase and sale.

1. Purchase uniform apparel on behalf of the club. Initial authorisation by the committee, at the end of season, for preorder for registration day for the following season. Restocking of uniforms during current season to be at the discretion of the Uniform Officer and to be kept at reasonable level. Uniform Officer is responsible for stock reconciliation and control.

2. Purchase promotion merchandise (i.e. Water bottles/Caps) on behalf of The Club with the committee authorisation.

3. Liaise with the Treasurer for float and monies in and out. Monies from uniform sales are to be Counted immediately and recorded before handing to the Treasurer. Provide stock take figures to the Treasurer at the end of season for auditing and the AGM.

4. Research new merchandise. Supplier at the discretion of the Uniform Officer with cost and quality to be maintained at all times.

5. Operate a Uniform shop.

6. Stock return is at the discretion of the Uniform Officer if issues arise that cannot be resolved by the Uniform Officer the executive committee will make the final decision.

7. Report to club monthly meetings.

8. Manage Portfolio as set down by the committee.

First Aid Officer – Responsible for the management of all matters regarding First Aid.

1. Liaise with Team Managers and team First Aid officers and organise adequate training for team First Aid officers.

2. Purchase, distribute and restock depleted first aid supplies throughout the season.

3. Report to club monthly meetings.

4. Manage Portfolio as set down by the committee.

General Committee - To assist were required in the smooth running of the club were necessary.

1. Assist other portfolios where necessary.

2. Attend club monthly meeting.

13. Powers of The Executive Committee

13.1. The Executive Committee shall consist of the President, Vice Presidents, Secretary, Registrar, Treasurer, Auskick Co-ordinator

13.2. Should any urgent matters arise, and it is impracticable to refer the matter to the Committee Meeting, the Executive shall have the power to deal with such matters.

13.3. The President shall seek the opinion of all available Executive members and shall act in such a manner as the majority of such members approve.

13.4. In the event of there being no majority the President shall call a meeting of the Executive Committee to decide on the matter.

13.5. The Executive committee powers in terms of suspension and expulsion of members are set out in Clauses 24 and 25.

14. Powers and Duties of the Committee

The Executive Committee shall be deemed to be part of the Committee. The Committee subject to the control by members as shown in the minutes shall have the following powers and perform the following duties:

- 14.1. To control, superintend and manage the affairs of the Club, its officers, members and funds.
- 14.2. To control the finances of the Club.
- 14.3. To arbitrate on any disputes which may arise between teams or members thereof in connection with football and to determine any matters referred to it by any team or member.
- 14.4. To deal with, as it deems necessary, any team or member thereof which the Committee determines is functioning in a matter detrimental to the welfare of football.
- 14.5. To remove from office any official appointed under Clause 25 by a two thirds majority and fill such vacancy thereby created.
- 14.6. To fill any vacancy that may arise on the Committee.
- 14.7. To determine the membership and playing fees of the Club.
- 14.8. To demand an audit of the books and accounts of the Club at any time.
- 14.9. To appoint ex-officio members to the Committee.

15. Attendance

Any office bearer absent without apology from more than two consecutive meetings of the Committee shall be liable to expulsion at the discretion of the said Committee.

16. Committee Meetings

16.1. The Committee shall meet at least once during each calendar month excluding the month in which the AGM is held.

16.2. Conduct of meetings:

Open
Apologies
Minutes from Previous Meetings
Business Arising
Correspondence
Reports
General Business
Date of Next Meeting
Close

16.3. The Committee has the power to appoint ex-officio members to the Committee, but no ex-officio member has the power to vote.

16.4. The Manager of each portfolio to report monthly either in writing or attendance at a meeting of the Committee on activities and subcommittees.

16.5 Annual General Meeting and Special General Meeting

The Annual General Meeting of The Club shall be held prior to the end of each calendar year at such time as may be determined by the Committee. Such meetings shall deal with the Appointment of Auditor, consider the President's Annual Report, Annual Statement of Income and Expenditure and

Balance Sheets, discuss any matters brought forward and take any constitutional action, which may be deemed advisable. The Secretary shall, at the request of the President or upon requisition signed by at least 50 members of The Club summon a meeting of the members of The Club. In the case of a Special General Meeting a quorum shall be 8 members of the Committee. At all Annual General Meetings of the Club, 20 financial members, 18 years or older, present in person are entitled to vote shall form a quorum. For all Annual and Special General Meetings should a quorum not be present within thirty minutes of the advertised time, the meeting shall be adjourned till the same day in the succeeding week. The President shall advise the place before the adjournment and at such adjourned meeting the members then present may proceed to business notwithstanding that there is not a quorum present. No decisions requiring a quorum to vote may be passed in these circumstances.

17. Notice of Meeting

17.1. Twenty one (21) days notice must be given for an Annual General Meeting and fourteen (14) days for a Special General Meeting.

17.2. Minimum two days notice must be given for Committee Meetings.

17.3. Minimum two days notice must be given for Executive Committee Meetings.

17.4. All meetings must have minutes taken.

18. Elections and Appointments

18.1. The Annual General Meeting of the Club shall elect the following Office Bearers:

President
Senior Vice President
Junior Vice President
Secretary
Treasurer
Registrar
Auskick Co-ordinator
Auskick Administrator
Girls Co-ordinator
Coaching Co-ordinator
Team Manager Co-ordinator
Ground Managers/game day co-ordinator
First Aid Officer
Jumpers and Team Kits Officer
Equipment Officer
Uniform Manager
Canteen Manager
Events Person Youth
Events Person Juniors
Fundraising/Sponsorship Person
IT Person

No more than 16 other committee members

18.2. All positions shall be declared vacant by the outgoing President. A Returning Officer (Secretary) shall be appointed by the outgoing President, who shall call for nominations for the vacant positions. In the event of a dispute concerning the appointment of the Returning Officer the outgoing President shall call for nominations for the position of Returning Officer. A ballot shall be conducted if necessary. In the case of equality of votes for the Returning Officer the outgoing President shall give the casting vote. Once elected the Returning Officer shall call for nominations for all vacant positions.

18.3. When a ballot is required, every member 18 years or older of the Club present at the meeting shall vote for the full number of candidates required to be elected for each Office. The Returning Officer shall show in a prominent place the names of the members nominated. Each member shall so vote by placing the choice of person or persons against the places provided on the ballot paper. The ballot shall be conducted by the Returning Officer and a member not associated with the nominations. At the completion of the ballot the Returning Officer shall report verbally to those present the names of

the Officers elected. In the case of equality of votes for any candidate the newly elected President shall give a casting vote.

18.4. Nominations for office shall be declared open by the Secretary for a period not less than fourteen days and received by the Secretary up to a time and date fixed by the retiring Committee and not later than the date of the Annual General Meeting. Nominations for office shall be declared open by the Secretary at time of Annual General Meeting.

18.5. Should nominations for any office be received in excess of the vacancies, a ballot shall be taken.

18.6. Should nominations equal the number of vacancies the persons nominated shall be deemed elected.

18.7. Should insufficient nominations be received at an Annual General Meeting for the number of vacancies, the Committee may appoint a member to fill each position still remaining vacant.

19. Quorums

19.1 At Committee Meetings a quorum shall consist of at least two members of the Executive Committee and four other members.

19.2. At Executive Committee Meetings a quorum shall consist of three members.

20. Finance

20.1. The Club shall levy on Members all subscriptions, fines or any other charges as may be fixed from time to time in respect of football, all such monies to be paid within thirty days of the date of charge being made.

20.2. A banking account shall be opened with a recognised banking institution(s) in the name of the Club which shall be operated by any two of nominated signatories, consisting of members of the executive committee.

20.3 Canteen Manager is a remunerated position as voted at AGM. Executive Committee to negotiate terms of payment.

21. Team Allocations

21.1 Refer JJJFC team allocation Policy and WAFC POL.10A – Team Selections & Nominations .

22. Trophies- Auskick/Juniors

22.1. All modified rules players receive non-discriminatory participation awards, e.g. pennants, medallions or trophies as laid down by the Committee.

22.2 Individual Performance Team trophies will not be permitted to purchase by the individual teams, only by the Club.

23. Trophies and Allocation of Y7 and Votes Youth

23.1. Voting will take place on a weekly basis to determine winners of Club trophies and will come into effect for teams that comprise age groups Y8 and over; and shall include players in Y7 that are within a Y8 team.

23.2 Twenty one (21) votes to be allocated per game, on the basis of 5, 4, 3, 2, 1 by the coaching staff and 3, 2, 1 by an independent person as rostered by the team manager.

23.3 Each voting slip will not have the same player's name more than once.

23.4 All votes to be counted within seven (7) days of the conclusion of the qualifying rounds

23.5 Players, in any age group, reported throughout the season and found guilty by the Ruling Body's Tribunal or its equivalent, shall not be eligible to win or receive any Fairest and Best or Fairest and Best Runner Up award, relative to that season.

23.6. Players who are unfinancial shall not be eligible to receive any of the Fairest and Best awards.

23.7. In the event of a tied vote, identical trophies shall be awarded. No count back provisions shall apply.

23.8. Those in attendance at vote counting must be:

President
Vice President
Secretary
Registrar

23.9. Y8 - U18's - The maximum number of performance related trophies (including Fairest and Best and Fairest and Best Runner Up) to be purchased by The Club is eight (8) for each team, for presentation at the Windup. Performance trophies will be Coaches Award, Best Team Player, Most Consistent, Most Determined, Most Improved and Most Courageous.

23.10 Y7 receive Medallion and coaches are to choose Coaches Award, Best Team Player, Most Consistent and Most Improved

23.11.. No other trophies shall be permitted to be purchased by individual teams except at the discretion of the Committee.

23.12. With the exception of the two (2) trophies which will be decided by vote, all other trophies will be awarded by the Coach.

23.13. All players shall receive a participation or memento trophy or pennant (providing finances allow).

24 Member Protection Policy

For the purpose of Policy and Guidelines on Abuse, Discrimination and Harassment this Member Protection Policy is for The Club to use and adapt for their circumstances and purposes. It has been produced in consultation with members and addresses a range of undesirable behaviours. Some of these behaviours are unlawful. Some are not unlawful but will not be tolerated by the The Club.

25 Disciplinary Suspension

A coach or team manager may request the suspension of any player for one (1) week for misconduct. Such suspension must be reported to the Secretary in writing and the Parents within twenty four hours of the penalty being requested. Subject to Clause 13 the Executive Committee shall hear all reasons for the request from all parties.

26 Suspension and Expulsion

26.1. Any member of the Club who fails to observe the Rules and Policy of the Club or whose conduct in the opinion of the Executive Committee is prejudicial to the interests of the Club may be suspended or removed from membership of the Club by a majority of at least two thirds of the Executive Committee as shall be present and vote at a Meeting of the Executive Committee and for which 2 days notice of the meeting has been given to the member whom it is proposed to suspend or expel.

26.2. The member whom it is proposed to suspend or expel may attend such Meeting for the purpose of being heard and offering an explanation for their alleged conduct if they so desire.

26.3. An appeal may be made to a Committee Meeting which shall be called by the President at the request in writing of the member who has been suspended or expelled within three days of the Executive Committee's decision.

26.4. Any member who is suspended or expelled shall not be entitled to any refund of subscription.

26.5. On appeal from a decision of the Executive Committee the Committee may make such resolution as it may see fit to allow or disallow the appeal in whole or in part and may vary the decision of the Executive Committee.

26.6. Where a member has been suspended or expelled, his suspension or expulsion shall not affect the membership of any persons who may comprise a family membership.

26.7. Where a member is suspended, such member shall be deemed to be not a member during the period of his suspension until such time as their suspension is lifted.

27 Clearances and Transfers

All Clearances and Transfers will be dealt with under the current club manual as determined by the ByLaws set out by the District Football Development Council.

28 Payment of Fees

28.1 Playing members shall pay their fees online once registration opens or on joining the club. Payment of Registration fees and umpire fees will be compulsory. Exemptions can be addressed on applications to the executive committee. All payments must be received by week 3 of the fixtured season or player will be declared un-financial and unable to play until registration is received.

28.2. Any parent/carers may approach Club for financial assistance for payment of fees.

29 Dissolution

If, on the winding up of The Club, any property of the Club remains after satisfaction of the debts and liabilities of the Club and the costs, charges and expenses of that winding up, that property shall be distributed (a) to another association incorporated under the Act: or (b) for charitable purposes which is an incorporated association or purposes, as the case requires shall be determined by resolution of the members when authorising and directing the Committee under section 33(3) of the Act to prepare a distribution plan for distribution of the surplus property of the Club.

30 Alterations to Constitution

To alter this Constitution, a majority vote of 75 per centum of those members present at an Annual General Meeting or specially convened meeting for this purpose, is required. Such alteration cannot be made unless written notice of motion is lodged with the Secretary and written notification has been made available to all members at least twenty one (21) days prior to the meeting.

31 Voting at Committee Meetings

The decision of any question to be decided at any The Club meeting shall be by show of hands, except whereupon a resolution carried by a majority of the members present, it is decided to submit the question to ballot.

32 Auditors

32.1. One or more persons shall be appointed at the Annual General Meeting of The Club to audit the accounts and books of The Club at least once a year and at other times when instructed by the Committee.

32.2. The Auditors shall examine and audit all the books and accounts of The Club annually and have power to call for all books, papers, accounts, receipts, etc, relating to the affairs of The Club, report thereon to the Annual General Meeting, or at any other time as requested by the Executive Committee.

33 Injured Players

The Club shall not at any time be responsible for any injury, loss of life or damages whatsoever to any member or sustained by any playing member of the Club during any official football function.

34 Total Games

Total games played by any registered player shall be in line with the Ruling Body and include:

34.1. Games played with other Junior Football Clubs. (Official confirmation is required).

34.2. Games played for all Representative Teams, e.g. District, Warriors, Colt and State Teams in accordance with the Ruling Body's Rules.

34.3. Games to be included in tallies are: Field Days and any other official game sanctioned by the District Football Development Council representing the club.

34.4 Players who have achieved 125/150 milestone games for The Club shall be recognized on the Club honour board. These games must have been played solely for The Club. A medal or trophy will be presented to eligible players who reach the following milestones:

50 Games
100 Games
125 Games
150 Games

34.5 Players who have played their whole football career at Jandakot Jets JFC (Pups through to Y12, 18's) will be entitled to the JANDAKOT JETS JFC CLUB CAREER JUMPER, donated by the Club. This is to be approved by the Registrar. Players must have played consecutive years with NO missed year(s) and with NO other Football Club within Australia. Exemption may or may not be possible due to injury but a written request must be received by the Executive Committee for approval.

35 Player Sponsorship

All individual players representing the club out of the state will be sponsored \$100 from The Club and if The Club is not financial at the time The Club will arrange suitable fundraising activities to cover this cost.

36 Affiliation

The Jandakot Jets Junior Football Club will have NO financial affiliation with the Jandakot Jets Senior Football Club. "The Club" Jandakot Junior Football Club will stand alone as an entity always, with a sole function to service the needs of children under the age of 18 wishing to participate in a league or leagues dedicated to junior (Y11-Y12, 18's,) competitions that are endorsed by the AFL and its subsidiaries (WAFC) as defined by the SFFC District By-Laws. While "The Club" may co-operate and work with other clubs and or associations towards the improvement of the game and local community, its identity and resources will always remain under the ownership of Jandakot Jets Junior Football Club