Sanctioning Policy

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1. Purpose

The purpose of the Football West (FW) Sanctioning Policy is to provide clarity, support and guidance to FW clubs, associations and non-affiliated bodies wishing to host events or activities outside of training and/or matches for the officially sanctioned season.

A sanctioned tournament, event or activity is approved by FW and covered by the FW Insurance Program.

The intent of the policy is to ensure events hosted by FW clubs, associations and other stakeholders are covered by the FW Insurance Program, and to assess the risk and football management of such events.

Non-sanctioned events are not covered by the FW Insurance Program. This may impact an organiser's ability to secure a venue if it is a Local Government-owned facility.

2. Scope

This policy applies to FW clubs and associations and non-affiliate entities. This policy applies to all forms of events or activities outside the regular football season and/or outside regular football training and matches and includes, but is not limited to, events and activities such as:

- Tournaments, competitions, development programs, holiday clinics, camps, charity events, festivals, carnivals
- Come and Try days
- Futsal, Beach Soccer, Walking Football, Street Football and other formats
- Affiliate friendly matches
- Non-affiliate friendly matches
- Any event or activity which is not regular in-season football activity
- Referee associations providing referees to tournaments or events to be run by a non-affiliate such as a school or cultural group must also obtain sanctioning from FW

Activities already approved by FW which do not require a sanctioning application include:

- All FW and association competitions
- Pre-season training/trials4
- Official club/association registration days, meeting, fundraising activities which are not deemed high risk
- FW social and futsal competitions

3. Benefits of Gaining Sanctioning Approval

a) Public liability insurance cover (subject to policy terms)
b) Appropriate participant, referee and volunteer insurance (subject to policy
c) terms)
d) Access to FW accredited referees
e) Directors/Management insurance (subject to policy terms)
f) Risk Management support and information
g) Member Protection and Safeguarding support and information
h) Access to FW Dispute & Grievance support and coverage
i) Access to model competition/event regulations

4. Aim of Sanctioning

Stakeholders seeking endorsement to conduct an approved FW event are required to complete the online application form and provide supporting documents.

Eligible stakeholders include:

- FW associations and clubs
- Non-affiliated entities (incorporated community organisations, schools, government venues etc)

Clubs affiliated to associations are required to seek the support of their association when submitting the application documents. A copy of the online application will be automatically sent to the club's association for approval.

Sanctioned events that attract fees do so for the purpose of covering administrative costs and insurance risk that is above and beyond normal standard football activity (ie week to week club competition).

This is an attempt to cover any insurance premium increases from extra activity, rather than aggregating the cost across all WA participants.

5. Eligible Participants

Entry into a sanctioned event is limited to eligible participants listed below:

- Affiliated teams of an association and club
- Affiliated teams of an FW affiliated club
- Affiliated teams of Football Australia Member Federations (FA MFs)
- Non-member participants registered for the purpose of participating in the event that is to be sanctioned
- All participants including but not limited to players, team officials, referees and volunteers must be registered members of the current football season on the official FA Registration System
- All participants from outside the host association and/or club must have approval from the parent association or where applicable the FA MF

Participants or teams who are not affiliated must formally register and pay the 'social player' fee to become eligible.

The only exception to this section is for non-affiliate matches (see Event Sanction Types and Charges) which are one-off matches where non-affiliate players will be registered as 'casual participants' and only covered for the match period.

Referees may not be covered by FW insurances when officiating at non-sanctioned events.

6. Non-Registered Players Participating in Sanctioned Events

To assist FW stakeholders in promoting football and engaging with future football participants, FW has worked with its insurers to develop a fee structure applicable to non-registered football players participating in FW sanctioned events.

These players must be registered on the National Registration platform (www.playfootball.com.au) and a participant list must be provided to FW upon completion of the event.

7. Compliance

Affiliates and organisers that fail to follow the processes, comply with the policies and/or meet the required standards outlined in this policy document may be subject to disciplinary action which includes the following:

- FW removing the endorsement/sanction status of the event and informing all participating members including but not limited to players, team officials, referees and volunteers
- Subject to the type of offence - FW reserves the right to notify the event organisation; and/or reject future event applications of the applicant
- Potential sanctions against the entity if it is registered to FW
- Any other action that FW deem to be appropriate in the specific circumstances

8. Football West Policies

In addition to complying with relevant FW rules and regulations, all organisers should be aware of the:

- Football West Extreme Weather Policy
- Football Australia National Member Protection Policy
- Football West Code of Conduct
- Football West Spectators Code of Conduct
- National Code of Conduct and Ethics

These policies can be found on the FW website.

9. Member Protection & Safeguarding

The FA and FW have a duty of care to everyone associated with football and to the individuals and organisations to whom the National Member Protection Policy applies. In accordance with the National Member Protection Framework, FW must inquire into the background of those who undertake any work, coaching or regular unsupervised contact with people under the age of 18 years.

All coaches, managers, referees and any other persons in either a paid or voluntary capacity working or volunteering with children aged under 18 years (who are not exempt) must apply for

a Working With Children (WWC) Check and provide current information to the club, association or organisation to which they are registered.

Only team officials who have provided a valid WWC number or exemption card relevant to their volunteer or paid role are permitted to work or volunteer with children under 18 years of age. For persons under the age of 18, please see the relevant WA Government WWC legislation.

10. Consultation or Advice

This Sanctioning Policy has been developed to provide guidance to FW Members and staff regarding sanctioning. FW stakeholders who are unsure of their rights, liabilities or actions should seek clarification by contacting FW.

11. Definitions and Interpretation

The word Sanction and Sanctioning means Written Authorisation issued by FW to applicants to conduct an event that complies with the FA philosophies and principles together with the guidelines outlined in this policy.

Affiliate means a body corporate or incorporated association which has signed and has in force a current Football West Affiliation.

Officially sanctioned season refers to the Football West/Football Australia approved league and cup competitions. Any tournaments, friendlies or activities beyond this scope, require sanctioning as per this policy.

12. Event Sanction Types and Charges

12.1 Come-and-Try Days / Free promotional programs

All events that promote football registration and participation, where the club/association is not charging for participation shall be sanctioned with no FW fee.

12.2 All football events and competitions outside of training and matches for the officially sanctioned season

A sanctioning fee of $100 inc. GST per event/competition is charged by FW to nonaffiliates. All participants currently registered and active for outdoor football are exempt and do not attract an FW social player fee. Participants who are not registered for outdoor football are required to register as a 'social player', the charge for which is as follows:

- Social Player Junior Fee - $15 inc. GST (Players aged 17 and under)
- Social Player Senior Fee - $30 inc. GST (Players aged 18 and above)

12.3 Non-Affiliate Matches

It is FW's intention to promote football and participation, and we are aware of instances where affiliates may look to play matches against schools, non-affiliate club teams and/ or some academics. In the spirit of promoting unity across all of football, FW will review and sanction single one-off matches between affiliates and non-affiliates. This will be at the absolute discretion of FW.

The charge for this type of match will be $50 inc. GST per match, irrelevant of age group or match length. Any attempt to create any kind of league/competition using this sanctioning avenue (or any other sanction type) will be deemed a breach of FW sanctioning regulations. Other events requiring a sanction are listed below.

If you are unsure whether an activity must be sanctioned, please email clubsupport@footballwest.com.au

13. How to Apply

The application documents consist of:

- Part 1 - Online Sanction Application Form; and
- Part 2 - upload of competition rules and regulations and any additional required supporting documentation (for example, a Certificate of Currency).

Having reviewed the Sanctioning Policy and identified that you are required to apply, please complete the online Sanction Application Form - CLICK HERE to access.

FW reserves the right not to accept a request if it is submitted less than four weeks from the event date. Please give as much notice as possible to ensure we can assist with the application and to avoid the risk of FW declining the request.

Upon approval of the sanctioned event:

- A copy of the approval confirmation will be emailed to the host organisation
- The organiser may begin promotion of the event
- Promotion of FW sanction approval, including the use of the FW logo is prohibited until an approval is confirmed in writing
- FW must be notified immediately should there be any changes to those formally approved in the initial application process
- Any event that includes MiniRoos Football age groups of U5 to U11 must apply the principles of FA.

  Please visit MiniRoos Club Football https://www.playfootball.com.au/miniroos