



HAPPY VALLEY BY-LAWS & APPENDICES

ADMINISTRATION OF BY-LAWS & APPENDICES

The By-Laws & Appendices are a separate document to the Happy Valley Football Club Constitution. The By- Laws & Appendices can be varied, deleted or added whereby resolution of the Happy Valley Football Club passed by a two- third majority present of this document at any Management Committee Meeting.

QUORUM

A quorum for these meetings shall be 50% plus one of those entitled to vote.

Updated October 2022

INTERPRETATION OF BY-LAWS

In the case of a question arising not provided in these by-laws or as to the interpretation of any of the provisions herein contained, it shall be at the discretion of the Executive Committee whose decision shall therein be final and binding.

1. CLUB PERSON of the YEAR AWARD

The Management Committee shall at the termination of each season by ballot determine whether any member/s has/have in its opinion rendered such service to the Club for its betterment and the promotion of its objects be entitled to the Club Person of the Year. The runner up will be recognised with the **CLUB APPRECIATION AWARD** with both being presented at the end of season awards night.

1.1 CLUB COLOURS

- A. The Club colours shall be black and yellow. The Club uniform shall be as prescribed from time to time by the Management Committee
- B. Every player of the Club shall supply for his/her own use such part or parts of the uniform of the Club as may be directed by the Management Committee. Any player who fails to comply with this clause shall be suspended from participating in any further matches of the Club to be determined by the Management Committee.

1.2 SEASON

Shall mean and include, except where otherwise appears, the current football season as set by the SFL or Adelaide Football League for Senior Women.

1.3 MATCH COMMITTEE

- A. The Match Committee shall consist of the Football Director/Senior Operations Manager, Junior Operations Manager and Club Coach
- B. The coaches, team managers and captains/vice captains shall be appointed at a meeting of the Management Committee after ratification by the Executive for the following season.
- C. The Match Committee shall be responsible for:
 - 1. The organisation of team management and team selection of all grades.
 - 2. Control all aspects of football and its administration determined by the Executive Committee.

1.4 CLUB COACH

- A. The Club Coach shall be coach of all teams of the Club and provide a game plan for all.
- B. The Club Coach shall carry out his duties faithfully and diligently in accordance with directions and requests of the Executive Committee.

1.5 CLUB CANTEEN

Control of the Club canteen shall be by a manager appointed by the Management Committee. The manager shall perform the duties determined by the Management Committee and report through the Secretary to Management Committee meetings when requested. The manager shall report to the Secretary any breach of the Club Constitution or of Club by-laws by any member or any members guest on Club premises.

1.6 LICENSING REQUIREMENTS

No person under 18 yrs of age shall be allowed to serve behind the bar.

1.7 INSURANCE

All players are covered by insurance provided by JLT Sport in conjunction with the Australian Football League which provides a 50% cover. This cover can be increased at the discretion of the Management Committee to 90%. All non playing persons are covered by JLT Sports through the Club Certificate of Currency.

1.8 WORKING WITH CHILDREN CLEARANCE

This requirement shall apply to all persons having direct contact with junior (U/18) players and shall include all Coaches, Trainers, Team Managers and support staff and may extend to Club Secretary and Football Operations Managers.

1.9 FEMALES PLAYING COMPETITIVE FOOTBALL

A copy of the National Female Community Football Guidelines is available on request from the Club Secretary. Any matters arising should be referred to the Club Secretary

1.10 RACIAL VILIFICATION

This policy is available on request from the Club Secretary. Any matters arising should be referred to the Club Secretary

1.11 SEXUAL HARASSMENT

This policy is available on request from the Club Secretary. Any matters arising should be referred to the Club Secretary

1.12 SOCIAL MEDIA & PRINT MEDIA

This policy is available on request from the Club Secretary. Any matters arising should be referred to the Club Secretary

1.13 MEDICAL HISTORY

All players are expected to register their medical details online as part of their player registration in PlayHQ before being eligible to play. Any matters arising should be referred to the Club Secretary

1.14 PLAYER REGISTRATION

All players must register online through PlayHQ before being eligible to play

1.15 CLUB SONG

The Club song is as known in its current state with the exception being at Sub Junior level with the last line having “stuff” replaced with “forget”. The Club song shall be as prescribed from time to time by the Management committee.

1.16 TRAINER REMUNERATION

The Club Head Trainer remuneration shall be prescribed by the Executive from time to time. All other trainers will be remunerated by the payment of Viking dollars with all receiving the same.

1.17 LIFE MEMBERSHIP

A criterion is available on request from the Club Secretary as per nomination form. The Criteria for Life Membership may be reviewed from time to time and must be ratified by the Management committee before becoming effective. Any matters arising should be referred to the Club Secretary.

1.18 HALL OF FAME

A criterion is available on request from the Club Secretary as per nomination form. Any matters arising should be referred to the Club Secretary.

1.19 RATIFICATION OF CLUB POSITIONS

All positions apart from Executive and Management committee must be ratified by the Executive committee before becoming official.

1.20 CLUB POLICIES

All Club Policies are available on request from the Club Secretary; said policies are to be reviewed annually unless otherwise stated.

These policies include:

1. Member Protection policy
2. Player Medical cover
3. Sexual Harassment policy
4. Sub Junior Development policy
5. Social and Print Media policy
6. Concussion Management Policy
7. Anti-Discrimination Policy
8. Extreme Weather Policy

1.21 JOB DESCRIPTIONS

Job descriptions are available from the Club Secretary on request. Any matters arising should be referred to the Club Secretary

1.22 COACHES REMUNERATION

All Club coaches' remuneration shall be prescribed by the Executive from time to time.

1.23 ASSISTANT HEAD TRAINER

The position of Assistant Head Trainer will be assessed annually to determine if said position is required.

1.24 PUBLIC OFFICER

The Public Officer shall be nominated by the Executive at the annual AGM.

1.25 SFL REPRESENTATIVE

The executive will nominate a member approved by the committee.

1.26 EXECUTIVE MEMBER REPORTS

All monthly executive reports shall be in writing and handed to the Secretary.

1.27 CONFLICTS OF INTEREST

All conflicts of interest must be declared prior to executive and committee meetings

1.28 MEMBER EXCLUSION ZONE GAME DAY

All members are excluded from the designated area between the Home and Away Coaches Boxes with the exception of players and coaches

1.29 FOOTBALL OPERATIONS POSITIONS

The following Football Department positions are to be advertised yearly after the season minor round end. The positions are Senior Ops Male, Senior Ops Female, Junior Ops Boys, Junior Ops Girls and Sub Junior Ops, the filling of these positions are to be ratified by the Management Committee at its October meeting.