



Valley Dragons JRLFC

Policy No. 3

Team and Player Allocation Policy

Version 1.2

2014

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Introduction

1. Purpose

- 1.1. The purpose of this policy is to provide policy and operational guidance to matters dealing with the allocations of players to teams in a Calendar Playing Year.

2. Scope

- 2.1. This document provides general and specific guidance for the management of Team and Player Allocations for the Valley Dragons Junior Rugby League Football Club (VDJRLFC).

Glossary

Term	Definition
Allocation/Player Allocation	The team to which a Player is assigned to play for during the Playing Calendar Year
Committee	The official appointed body representing the VDJRLFC
Club	Valley Dragons Junior Rugby League Football Club (inc.)
CRRL	Canberra Region Rugby League - the Governing body for Junior Rugby League in the ACT and region
Eligible Player	A Player who is fully eligible for Allocation and is not a Notional Allocation Player
Notional Allocation/Notional Allocation Player	Temporary Allocation pending the settlement or satisfactory resolution of outstanding matters
Ordinary Resolution	Following the putting of a resolution, a determination
Outstanding Matters	Includes but may not be limited to: un-acquitted funds, short or nil Registration payments or unresolved disciplinary matters
Player	Any person registered to play in the Club
Player Representative	Any person legally entitled to represent a Player
Playing Calendar Year	The period to which a Registration applies
Registration Fee	The fee payable to enable Registration of a Player
VDJRLFC	Valley Dragons Junior Rugby League Football Club (inc.)

3. Background

- 3.1. All Players must be allocated to a team following the annual Registration process.
- 3.2. Allocations are often difficult and in some cases controversial due in the main to individual wishes, views, opinions and perceptions. It is therefore important to recognise that Player Allocations are undertaken with best intentions hence the need to formalise through policy and provide as applicable, policy guidance.

4. Roles and Responsibilities

Role	Responsibilities	Position(s)
Committee	To ensure that there are robust procedures in place to ensure that Allocations are done in a manner that is consistent with the operating philosophy of the Club.	As appointed
Registrar	To oversee the Allocation process and to ensure that all records relating to allocations are timely, accurately recorded and are able to be reported on.	As appointed

Policy

5. Application

- 5.1. This Policy applies to all persons involved in the Club including the Committee and its office holders, Players and Player Representatives.
- 5.2. The primary responsibility for the effective management of the Team and Player Allocations Policy is with the Registrar and/or other role or roles as agreed or appointed by the Committee.

6. Procedures

- 6.1. The Club is a Non-Grading Club.
- 6.2. All matters of Player Allocations shall be undertaken in a manner that ensures as far as possible, that Players are allocated according to the operating philosophy of the Club.
- 6.3. The Committee shall determine appropriate procedures to manage Player Allocations.
- 6.4. The Committee may at any time by Ordinary Resolution change or vary the contents of this Policy by a majority vote.
- 6.5. The Secretary must record in meeting Minutes, an agreement to change or vary this Policy.
- 6.6. This Policy shall be openly available and shall be provided to any person on request.
- 6.7. Where this Policy is silent, ambiguous or has conflicting content on a given matter, the matter in question may be resolved by the Committee by a majority vote through an Ordinary Resolution.

7. Allocation Sub-Committee

- 7.1. The Committee will assign a Sub-Committee, which will be known as the Allocation Sub-Committee to manage the allocations process. The Chair of the Sub-Committee will be determined by a majority vote of the Committee, on the first Calendar Year meeting.
- 7.2. The Allocation Sub-Committee will comprise at a minimum, three Executive officers (inclusive of Chair) and one general Committee member.
- 7.3. The Allocation Sub-Committee may seek non-committee representation on the Allocation sub-committee but invitations shall be limited to Club members including Player Representatives.
- 7.4. A maximum of three non-committee representatives can attend the Allocation Sub-Committee.
- 7.5. Players or potential Players are not permitted to be members of the Allocation sub-committee.
- 7.6. The Secretary will invite under clause 7.5. additional Allocation sub-committee members if agreed by a majority vote through an Ordinary Resolution.

- 7.7. Any invitation offered under Clause 7.5 and Clause 7.7 shall be in writing and may be addressed to individuals and/or a broader group (such as through an open Newsletter or open broadcast to the Club community).
- 7.8. The Terms of Reference for the Sub-Committee is attached at Appendix B.

8. General Rules for Allocation

- 8.1. A coach shall not participate in the allocation process for a team or age group that that person has nominated to coach.
- 8.2. The Committee shall ensure that there is an appropriate System in place to record and report Allocation information.
- 8.3. The Registrar shall maintain all records associated with Player Allocation.
- 8.4. The Allocation System may be manual, electronic or a combination of both.
- 8.5. The Allocation System may be changed or its deployment varied at any time however any change must be agreed by a majority vote through an Ordinary Resolution.

9. Registration and Eligibility

- 9.1. Any Player who has been accepted through the annual Registration Process is deemed to be an Eligible Player for the purposes of Player Allocation.
- 9.2. The Club will not be responsible for any issue that is not within the control of the Club that may otherwise prevent an Allocation and the Committee will not accept any responsibility for late applications and/or lost correspondence and/or lost cheques and or lost monies and/or invalid electronic financial transactions relating to Registration.
- 9.3. Any Player and/or associated Player Representative who has outstanding matters, however are deemed fit otherwise to be notionally allocated to a team pending the settlement of any matter(s), shall be assigned the status of "Notional Allocation Player".
- 9.4. Any potential Player who is a Notional Allocation Player shall be at the discretion of the Registrar and/or President the first person to be removed from a team Allocation or placed in a last priority, in instances for example but not limited to, where teams are full.

10. Player and Team Allocation

- 10.1. Teams will be allocated according to the rules of the CRRL.
- 10.2. No member of the VDJRLFC shall appeal or question a decision of the CRRL in relation to team allocations.
- 10.3. Players shall not be allocated to a team on the sole basis of grading, perceived or actual talent or individual Player or Player Representative's wishes.
- 10.4. In allocating a Player, the Allocation sub-committee shall consider:
 - The Players status in so far as being an Eligible Player or Notional Allocation Player as considered in Clause 9.3;
 - The health and safety of a Player;

- The Player's length of time with the team that the Player has nominated in the Registration process (i.e. in terms of the teams progressive composition over the course of playing seasons for the Player group so concerned); and
- The preference of the Player and/or Player Representative.

10.5. The Allocation sub-committee where reasonable, may at any time reconsider, vary further the guidance and/or vary the order of preference as specified in Clause 10.4.

11. Other Matters

- 11.1. Any Player who has outstanding matters inclusive of monies not accounted for shall not be registered by the Club unless agreed by a majority vote through an Ordinary Resolution and therefore may not be an Eligible Player.
- 11.2. The Allocations sub-committee may consider submissions from Player Representatives or from other persons regarding Player Allocation.
- 11.3. The Allocations sub-committee reserves the right to alter or uphold a pre-existing Player Allocation decision.

Appendix A

12. Metadata

Owner: Valley Dragons Junior Rugby League Football Club

Document location: As kept by the VDJRLFC Secretary

Review cycle: This policy should be reviewed every 12 months or as required

13. Amendment history

Version no.	Issue date	Amendment details	Author
1.0	1/11/2013	Initial release	Greg Tong
1.1	26/12/2013	Quality Assurance	Matt Cox
1.2	22/01/2014	VDJRLFC Executive Committee Amendments	Matt Cox

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Appendix B

Terms of Reference – Team and Player Allocations Committee