

MANAGERS PACK

2024

DOORDASH NATIONAL YOUTH CHAMPIONSHIPS

COFFS HARBOUR, NSW

25 – 28 September 2024



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ACKNOWLEDGMENT OF COUNTRY

Touch Football Australia acknowledges the Gumbaynggirr people, traditional custodians of the land on which we meet this week, and pays respect to their Elders, past, present and emerging.

Their Nation stretches from the Nambucca River in the south to around the Clarence River in the north and to the Great Dividing Range in the west.

INTRODUCTION

The following manager's pack contains event information regarding the 2024 DoorDash National Youth Championships (NYC).

If there are any changes or clarifications to the items in this document, they will be outlined at the tour leader meeting.

TOURNAMENT OFFICIALS AND CONTACT

Outlined below are the key TFA staff contact details should you need assistance during the event.

EVENT CONTACTS

Lauren Pruscino – National Events Manager

Mobile – 0432 672 675

Location – Event operations room/ tournament information area and roaming

Zoe Wyld – National Events Support

Mobile – 0418 497 273

Location – Event operations room/ tournament information area and roaming

The event operations room will be located on the ground floor of the stadium accessible via Sportsmans Parade entry. Any issues, score disputes etc. are to be reported to your tour leader who will then contact Lauren.

COMMUNICATION

The main method of communication with tour leaders will be the WhatsApp Community Group.



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Destination
NSW



A tour leader meeting may be called at any time during the event if required for urgent and/or matters that affect all entities (i.e., contingencies in the event of poor weather).

The primary source of Information and results for the tournament will be the TFA Team app. Please ensure all officials and players download the app before the tournament to ensure you receive tournament information and push notifications.

REGISTRATION INFORMATION AND TOUR LEADER MEETING

It is a requirement that all participants register via MySideline. Players can register and team details can be modified online up until **9:00am AEST – Tuesday, 24 September 2024**. After this time, information can only be modified manually at the tour leader meeting.

The tour leader meetings will be conducted through individual appointments from **12:00pm and 4:30pm AEST on Tuesday, 24 September 2024**.

The venue will be:

Upstairs central event spaces

C.ex Coffs International Stadium, Stadium Drive, Coffs Harbour NSW 2450

A report on the registered players and officials in each team will be available at the meeting. This report will only contain details of participants uploaded online as of **9:00am AEST – Tuesday, 24 September 2024**.

Handwritten changes to the team sheets can be made during the meeting after which no further changes are permitted.

During the meeting, tour leaders are to complete their team's paperwork, ensuring the following details are included:

- Player numbers are written legibly on the team sheet if there are any changes
- Relevant qualifications are listed on the team sheet including team staff positions ie. 18B Coach or 14G Manager

Once team sheets are completed, tour leaders must sign off and date each sheet.



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Any changes to player shirt numbers after this time may result in a \$20 (GST-free) fine per offence to a maximum of \$100.

Entities must notify TFA of any player shirt number changes or issues as soon as possible. Fines may still be applicable. Changes to player shirt numbers can occur by filling out a [Change of Number Request form](#) at tournament control.

It is the responsibility of each entity that participants have met all eligibility requirements and submitted all relevant documentation before taking part in the tournament in any capacity.

If TFA finds issues with entity paperwork, it will seek to resolve the matter in a common-sense approach, however, if found to be a serious breach, fines or further action may result.

NO TEAM OR OFFICIAL WILL BE ABLE TO PARTICIPATE UNTIL THE ABOVE DOCUMENTS HAVE BEEN SUBMITTED.

Upon the submission of all completed and required paperwork, TFA event staff will distribute to each tour leader their relevant allocation of match balls and team MVP medals.

Online Registration Issues

Some information may be highlighted and may need to be rectified before signing off on the final team lists. Some of the common issues include:

- Duplicate playing numbers in one team (ie. 2 x number 7s)
- A player is too old or too young to participate
- A male player is listed in a female division or vice versa
- There are less than 12 players registered
- A coach does not hold the required Foundation level accreditation
- Required data is missing



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MEDICAL ASSISTANCE

Each entity must have its own medical staff in attendance for the event. TFA will have an event medical team onsite for serious injuries only located in the North Medical Rooms.

Entity medical staff in most cases will be the first responders to any injuries.

TFA Medical will respond to serious injuries at the request of the entity's medical staff. Event staff will assist with this process via radio communication with the TFA medical team.

If an ambulance is required, the person closest to the patient is to call the ambulance and notify the nearest event staff so that they can coordinate with stadium staff.

We remind entities that it is a requirement that Injury Report forms are completed and copies are provided to TFA medical staff for insurance purposes.

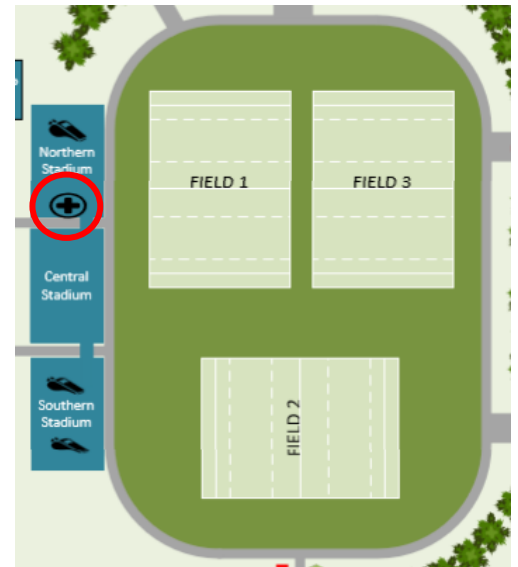
Process for reporting injuries:

1. Fill in the Injury Report form, available at the event medical tent, with the help of medical staff, leaving section six (6) blank.
2. Hand over to TFA event medical.
3. Post-event TFA staff members will fill in section six and email back to you the completed injury report form with the relevant scorecard.
4. Go to <https://www.sportscovers.com/claims/#claimsaus> within 30 days and follow the steps to lodge a claim.

Local Hospital and Medical Centres

If medical assistance is required before, during or after hours, the nearest hospital to the Stadium is:

Coffs Harbour Health Campus
Address: 345 Pacific Highway, Coffs Harbour 2450
Contact Number: (02) 6656 7000
Emergency: (02) 6656 7400



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Other medical centres within the local area include:

Coffs Harbour District After Hours Medical Service

26/81 Park Beach Road, Coffs Harbour 2450

Phone: (02) 6652 3055

Park Beach Family Practice

Shop 303/253 Pacific Highway, Coffs Harbour 2450

Phone: (02) 6656 3100

Coffs Central Medical Centre

113 West High Street, Coffs Harbour 2450

Phone: (02) 6652 8699

Coffs Medical Centre

42-44 Gordon Street, Coffs Harbour 2450

Phone: (02) 6648 5222

Concussion

TFA has updated its [Concussion Policy](#) which will be used at all TFA events.

Please ensure all medical staff make themselves familiar with the updated concussion policy. If in doubt, please flag down TFA event staff who will be able to contact the event medical team.

CONDITIONS OF ENTRY REMINDERS

It is each participant's responsibility to review and comply with the Conditions of Entry for the event. Tour leaders and team officials must remind themselves of the conditions for each event, as they adjust and change. Frequent considerations to remember include but are not limited to:

Drop-off

The 8th Edition of the TFA Playing Rules Drop-Off process will be used. Please read page 17 Number 24 [here](#).

Reminder - 15th and 16th Player Process

Only 14 players can participate in each game. For teams with more than 14 players registered, a representative from the team must cross off any individual not participating in that particular game. Failure to comply with this may result in a forfeit or further sanction.

Scoresheets and Disputes

It is the responsibility of each team to allocate an official score person for each game. Both scorers are required to score the game from their respective interchange areas.



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The official score persons are to see the referees before the game to check the scorecard for correct playing shirt numbers and cross off any players not participating in each game, check the scorecard at half time with the referees to ensure that the information is correct and then again to sign the score card at the end of each game. In signing the scorecard, the nominated person has acknowledged and accepted the information on the scoresheet to be true and correct, on behalf of their team, including half-time and full-time scores, shirt numbers, try scorers and dismissals or Sin Bin sanctions.

Each team is required to complete a manager's score sheet for every game they participate in, with player numbers and try scorers for both teams. This information needs to match up with the official scorecard. The official scorer for the team will keep their scorecard for future reference if needed. The referees do not need the team scoresheets, they are only required to hand in the official scorecard.

If you do not agree with the information on the scorecard, do not sign the scorecard and lodge a protest via the tour leader as indicated above. Protests will be reviewed by tournament management.

If the scorecard has not been signed and the time has passed for a protest to be lodged, the information on the scorecard will be recorded. In the specific instances of a score dispute, the time to lodge a protest is 60 minutes.

If the information on the score card is unclear, the relevant parties may be contacted to confirm.

Teams who do not provide an official score person negate their right to dispute the score.

Interchange Area

A maximum of 22 people including players, coaches, managers, and medical staff are permitted in the interchange area and must remain in the area for the duration of the match. Additional people will be asked to leave the area by TFA event staff. Enclosed footwear must be worn in the interchange area.

Uniforms

All players and officials need to be in full entity uniforms including entity hats and socks. Event staff have been instructed to inform individuals of this and will ask them to resolve immediately.

A \$20 (GST free) fine per offence to a maximum of \$100 (GST free) may be issued for breaches of not wearing the correct uniform including non-conforming entity/other hats.



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Proof of Age and Eligibility

Proof of age and eligibility can be challenged up until the end of day two (2) **Thursday, 26 September 2024**. Please ensure you have the appropriate information and documentation at the event and be ready to show evidence as required.

10 minutes after the last game on Thursday, 24 September 2024, eligibility protests will not be heard.

SCORE SHEET PROCEDURE

The information on the score sheet must be correct, if not, it may lead to inaccuracies in statistics as well as a forfeit being recorded against your team.

- Player names
 - Please ensure that all the players participating in the game are listed. If this is incorrect, please visit tournament control to rectify asap.
 - No names should be added to the list without tournament management's prior knowledge. If names are added without approval ie. John Smith example below, may result in a forfeit.
- Excess players
 - No more than 14 players can participate in a match.
 - Additional players must be crossed off the score sheet to indicate they did not participate in the match.
 - If this does not occur, it may result in a forfeit. See the example below - CQ Bulls have 15 players listed
- Player numbers
 - Please ensure that all the players participating in the game have their correct number listed. If this is incorrect, please have your tour leader contact Lauren or Zoe ASAP.
 - No number changes should occur without tournament management's prior knowledge. If numbers are changed without approval, it may result in a forfeit. See Bailey Wren example below.
- Scoring
 - Please ensure that the correct individual has been awarded with a try.
 - Please ensure that the half-time score and the full-time score is correct and try scorers add up to the respective totals.
- Dismissals



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- Please ensure that any dismissals are listed ie. Sin Bin or Dismissal, and it is clear who was dismiss
- Signatures
 - An official from each team should sign the score sheet as well as the three referees.
 - If you do not agree with any information on the card, do not sign the card and lodge a protest with tournament management via your tour leader.
- Injuries
 - Please ensure that injuries are listed, and it is clear which player got injured. This will assist with the injury report and insurance process post-event.

An example of an **incorrect** score sheet with the errors listed above is below.

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An example of a **correct** score sheet is below

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Managers will be provided with a score sheet for each game to use to score the game and compare at half-time and full-time with referees. It will look like this:

Official Touch Football Australia Scorecard

Competition 2020 NYC 18s Boys Field 1
 Match 03/10/20 Time 14:30

CQ Bulls 18B					1st	2nd
Final Score						
Captain's Signature						

NQ Cyclones 18B					1st	2nd
Final Score						
Captain's Signature						

Sin Bin/Send Off	Number/Team

Referee 1 _____
 Referee 2 _____
 Referee 3 _____



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VENUE INFORMATION

There are no ATMs at the venue. The closest ATM is at the service station on the Pacific Highway north of the venue.

Gate Access

There will be three gates open for the duration of the tournament, the Main Gate (Gate 1), South Gate (Gate 4), and Southeastern Gate (Gate 6). A security guard will be present that will look to prevent any commercially prepared food, beverages or alcohol from being brought into the venue. This is a condition of entry to the C.ex Coffs International Stadium.

Gate access will be for pedestrians only and will open from 7:00am each day of the event. There will be no vehicle access to the venue during the tournament with the exception of TFA medical and TFA event staff golf carts and C.ex Coffs International Stadium staff.

Stadium Conditions of Entry

- No alcohol permitted
- No glass allowed
- No smoking permitted unless in designated smoking areas.
- No animals permitted with the exception of service animals. Individuals are required to carry documentation with them at all time
- All bags and eskies must be made available for inspection. Failure to do so may lead to refusal of entry
- No person deemed to be under the influence of drugs or alcohol will be permitted to enter
- Management reserves the right to remove any person deemed to be intoxicated, unruly or quarrelsome

Stadium management reserves the right to refuse any individual or group.

Ice Orders

Ice deliveries will occur at specified times during the tournament as previously advised to those who have ordered. No responsibility is taken for ice if entities do not have someone present to accept it. Ice will be organised by C.ex Coffs International Stadium and entities will be invoiced post-event.



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Rubbish Bins

There will be rubbish bins around the venue, and we ask for your cooperation to ensure the cleanliness of the venue. It is the responsibility of entities to clean their tent areas. Please leave the areas in the same clean state as you found them in. Team tents will be inspected after the event and entities may be invoiced for additional cleaning fees if rubbish is left behind.

Additional Infrastructure

Additional infrastructure will not be accommodated outside of approved submitted tent requests. Authorisation and placement of approved infrastructure will be in consultation with C.ex Coffs International Stadium. All infrastructures must be in place before Wednesday, 25 September 2024.

GRAND FINALS INFORMATION

Team Assembly

The 18s division grand final teams and referees will need to marshal in the northern stadium tunnel, 10 minutes before the start of their game so that the coin toss can be conducted and then players introduced onto the field.

Teams must line up in number order with the captain(s) at the front. Players not playing in the game must be in their off-field polo shirt.

While lining up and waiting in this area please do not interfere with the game or teams in the interchange area currently playing on field one.

On the map below the red rectangle represents the team that finished first or the winning team from semi-final one and the blue rectangle represents the team that finished second or the winning team from semi-final two.



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Coin Tosses

The captain(s) of each grand final team will be required to undertake the coin toss before the game.

Coin toss timing will be:

- 18 Boys and referees – 3:30pm
- 18 Girls and referees – 4:30pm

The coin toss will take place in the northern tunnel.

The captain of the first team will conduct the coin toss, and the captain of the second will call.

The winning captain's team has the choice of the direction the team wishes to run in the first half; the choice of interchange areas for the duration of the match, including any extra time; and the choice of which team will commence the match in possession.

Failure of teams to turn up will result in the team present being awarded the toss. Managers/coaches are to advise of any stand down players at this time.

Player Introductions

After the coin toss, referees and teams will be introduced onto the field in number order with the captain(s) at the front.

The following are the times that participants will be required to be ready to run onto field one:

- 18 Boys and referees – 3:34pm
- 18 Girls and referees – 4:34pm

The referees will enter the playing surface first and run onto the field and when in the middle of the field turn to face the stadium. The first team and captain will run out to the right of the referees and turn to face the stadium with the team to assemble in a line. The second team and captain will run out to the left of the referees and turn to face the stadium with the team to assemble in a line. Once both teams are assembled, the national anthem will be played.

If there is time before the tap-off commences teams will be allowed to warm up on F1. A one-minute and a 30-second warning will be given for players to make their way into position for tap-off.

Grand Finals – All other divisions

Unfortunately, due to the size and format of this year's event, we will be unable to have all grand finals on field one.



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There will be no announcements of players and the grand final procedure will be the same as any other game during the tournament.

PRESENTATIONS INFORMATION

18s Divisions – Saturday

Following your match, the winners will be presented with Champions shirts and the presentations will occur on field immediately post-match.

The following are times and locations that participants will be required to be in attendance for their presentations:

- 5:40pm Stadium
 - Both 18 Girls teams
 - Both 18 Boys teams
 - Both Grand Final referees
 - Champion Entity

Cooperation will be required by all to ensure that the following presentations commence on time.

All Other Divisions – Saturday

Following your match, the winners will be presented with Champions shirts and runners up presented with runners-up medals on the field.

Only participants from the winning team, referees and the Player of the Final are requested to be in attendance for the official presentation.

The following are times and locations that participants will be required to be in attendance for their presentations:

- 2:30pm Stadium Courtyard
 - 12 Boys
 - 14 Girls
 - 16 Boys
- 3:50pm Stadium Courtyard
 - 12 Girls
 - 14 Boys



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Destination
NSW



- 16 Girls

*Should these timings change between now and the event we will notify tour leaders.

TRAINING FIELDS

Before the event

Training at any of the fields at the C.ex Coffs International Stadium or surrounding precincts is not permitted.

As an alternative, Coffs Harbour City Council is working on alternative training field options. For details, please contact Lauren.

During the event

There is to be no training on the main playing surface at any time. No team should be on the main playing surface unless they are scheduled to participate in that relevant timeslot. Therefore, teams are not permitted to enter the main playing surface until after the full-time siren has occurred in the preceding game and should be off the field before the following game starts.

SECURITY

There will be overnight security for the duration of the event. Although TFA recommends that valuables are not left on site and that all participants and spectators are vigilant with their belongings.

PARKING AND TRAFFIC MANAGEMENT

Parking may become difficult at peak times; therefore, we recommend you allow additional time in all preparations to find a carpark and walk into the venue.

Vehicles parked outside of carparks, on roadsides and in areas that are not permitted will have their cars towed at the owner's expense.

Parking off Stadium Drive

Access to the main carpark is off Stadium Drive and will require extreme care from all drivers and pedestrians.



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There is additional parking which can be accessed off Stadium Drive as well as other smaller carparks near the outside fields.

Phil Hawthorne Drive Parking - referees

There will be a designated referee parking area on the southern side of the C.ex Coffs International Stadium entry via Phil Hawthorne Drive. Please be careful and use common sense when using these areas as individual parking bays are not marked.

Vehicles that block gate access areas or park others in will be towed at the owner's expense.

Drop off Zones

There will be a designated drop-off zone in the main carpark. Please respect the areas which have been created for your benefit and do not park in these areas. They are strictly for drop-offs only.

VIP Parking

There will be a small number of bays reserved for VIP parking at the venue. Please respect these bays.

All other parking will be on a first-come, first-served basis.

Phil Hawthorne Drive Pedestrians

There will be two places for individuals to cross to the hockey fields:

- Near the southern end of Phil Hawthorne Drive
- Opposite stadium gate 6 – this is an entry and exit point for all participants and spectators.

There will be passing traffic on this road and, therefore, individuals should take extreme care when crossing the road and use the footpaths provided.

FOOD AND BEVERAGE

Entities are reminded that self-catering on-site at C.ex Coffs International Stadium is not permitted.

Alcohol

The venue is a licensed area, and it is illegal under liquor licensing laws for any person to bring alcohol into the venue.



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All participants are to refrain from bringing glass containers of any type into the venue.

You are reminded that by law a player under 18 years of age is not permitted under any circumstances to enter a licensed premise or to partake in the consumption of alcohol while at the event, or while travelling to or from the event.

Food and Beverage

C.ex Coffs International Stadium catering is managed by Coffs Harbour City Council. A selection of healthy, hot, and cold food and beverages suitable for the needs of athletes will be sold from the canteen on the concourse level of the stadium, The Hub café and other stadium-approved food vans.

Under no circumstances are entities to sell food or drinks at the venue.

WATER SAFETY

Any recovery processes that involve using ice baths, bins, pools or spas are not permitted onsite at the C.ex Coffs International Stadium.

Unsupervised bodies of water are located near the venue. TFA reminds all spectators and participants to supervise children at all times.

Water Supply

Several permanent fixed water supply points are available around the venue.

Please note that some hoses are made of polyvinyl chloride (PVC), which uses lead as a stabiliser and, therefore, is not suitable to drink from. Please do not fill up water containers using these types of hoses, fill containers straight from a tap.

ELECTRICITY AND APPLIANCES

TFA cannot guarantee access to electricity, nor can we provide support or equipment that is required to ensure it is compliant with legal requirements. If the area of electricity and appliances cannot be managed by both TFA and entities, then a determination to eliminate the issue could occur for future events.



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Electrical equipment requirements are:

1. The event organiser is to obtain from each participant the electrical ratings of any appliance that will be plugged into the C.ex Coffs International Stadium power supply.
2. All portable equipment is to be tested and tagged in accordance with the Standards by an accredited person or licensed electrician.
3. Cabling across any vehicular access or roadways is to be at a minimum height of 5.5 metres.
4. Cabling in all other areas is to be at a minimum height of 2.5 metres.
5. Cabling on the ground is to be protected by suitable means and rated for pedestrian and vehicle traffic.
6. Flexible cords shall be heavy-duty rated with a minimum current rating of 15 amps and tested and tagged.
7. Cables exceeding 13 metres shall be fixed to a catenary wire.
8. Portable generators up to 25 kilowatts shall have RCD protection. Generators must be tested and tagged.

Compliance with these requirements will be conducted before and during the event to ensure these standards are maintained.

Hire company equipment and any external items should be tagged and tested. If entities need information on electricians or other suitable qualified individuals, please contact TFA.

Electricity in risky weather situations could be disconnected for safety reasons during the event. TFA takes no responsibility for spoiled items.

EVENT EMERGENCY PROCEDURE

If a decision is made to evacuate the following process will be undertaken:

- Stadium and event staff will ensure general exits are open with instructions communicated.
- Staff will notify nearby patrons where possible and instruct them to the nearest safe emergency assembly area.
- Event patrons will then be notified via the stadium loudspeaker system with instructions.

Patrons will be asked to remain in the designated emergency assembly area if it is safe to do so until the threat has been eliminated. **The emergency assembly point is on fields five (5) and six (6)** unless instructed otherwise.

WEATHER

TFA reserves the right to organise affected games in whatever format which will assist the games to occur in as equal conditions as possible.



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The TFA Weather Policies can be found below in the Useful Resources section.

Match Reschedule

If, due to any extraordinary circumstances, a game cannot be completed to full time the game may be rescheduled as soon as possible at a time and on a ground arranged by tournament management.

If the game has commenced and cannot continue prior to half time the following will apply to rescheduled matches:

1. The game will start from the beginning and must be completed up to the regulation full time.
2. The score will commence at 0-0.

If half time has occurred and the game cannot continue, the following will apply to rescheduled matches:

1. The game will start from the beginning of the second half and must be completed up to the regulation full time.
2. The score will commence at the score that was recorded at half time. If a team refuses to complete the game when it has been resumed, that team shall forfeit the game.

If the second half has started and the game cannot continue, the following will apply to rescheduled matches:

1. The game will recommence with the team that had possession of the ball, from the place on field and at the touch count at the point in time the match was abandoned.
2. The score will commence at the score that was recorded at the time the game was abandoned at. If a team refuses to complete the game when it has been resumed, that team shall forfeit the game.

If, due to time constraints or any other reason, a game that cannot be rescheduled the following will occur:

1. Games that did not continue prior to half-time will be abandoned and a 0-0 score will result.
2. The result of games that did not continue after and including half time, will be the score recorded at half time.
3. Games that were abandoned during the second half, the score recorded at the time of abandonment will be the final result.

NOTE: Tournament management reserves the right to judge and adjust to suit the conditions as required.



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IMAGES AND FILMING

All persons accept that, by participating in this event, they may be photographed/filmed and that these images may be used by TFA and our funding partner for the promotion of the sport and/or event.

TFA will not pass any image(s) onto a third party (outside of our event funding partner) unless prior approval is sought. If you do not wish for TFA or our funding partner to use your image(s) or be filmed, you must notify TFA in writing to lauren.pruscino@touchfootball.com.au.

Anyone filming games or players must complete the [Filming Request Form](#) and have permission to film and comply with relevant permissions on the use of the footage.

TFA requires that individuals and entities, wherever possible, obtain permission from a child's parent/guardian before taking an image of a child that is not their own. They should also make sure the parent/guardian understands how the image will be used.

TFA does not allow camera phones or cameras to be used inside changing areas, showers and toilets.

DRUG TESTING

As a national sport, we remind all participants that Sports Integrity Australia (SIA) could conduct random drug testing at any time. One of SIA key goals is for an athlete's first experience with anti-doping to be through Education, and not through Testing. We recommend full compliance with any requests and ask that you ensure your participants are aware of the TFA [Anti-Doping policy](#).

Education is key to protecting the health and wellbeing of athletes and upholding the integrity of Touch Football. TFA in consultation with SIA has in place an Integrity Education Plan which outlines the required and recommended education interventions for all members of TFA as per the Anti-Doping Policy and the World Anti-Doping Code International Standard for Education (ISE). At the 2024 NYC, the following participants are **required** to complete education:

- 18 Girls and Boys Division Coaches
 - Anti-Doping Fundamentals
 - Coaches Course
- Referee Coaches



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- Anti-Doping Fundamentals
- Coaches Course

All other coaches, athletes and support personnel at the event are **recommended** to complete the Anti-Doping Fundamentals.

SAFEGUARDING CHILDREN AND YOUNG PEOPLE

Persons under the age of 18 will attend the event. In understanding our expectations around your role and responsibilities we provide you some additional information related to child safeguarding and legal guardianship. This communication contains general advice only and does not take into account individual objectives, circumstances and or a legal view.

This communication contains general advice only and does not consider individual objectives, circumstances and or a legal view.

TFA has recently updated its Safeguarding Children and Young People Policy, which should be accessed below in the Useful Resources section.

Guardians

A guardianship is a legal right given to a person to be responsible for the food, health care, housing, and other necessities of a person deemed fully or partially incapable of providing these necessities for him or herself.

What Are a Guardian's Duties?

The guardian makes decisions about how the person lives, including their residence, health care, food, and social activity. The guardian is intended to monitor the person, to make sure that the person lives in the most appropriate, least restrictive environment possible, with appropriate food, clothing, social opportunities, and medical care.

Communication with the Parents

Ensure you are informed of any medical concerns, including food allergies. In addition, you'll need to agree on things like sleeping arrangements, the administration of over-the-counter medications, and procedures for contacting the parents in an emergency.



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USEFUL RESOURCES

- [TFA Responsibility code](#)
- [TFA Code of Conduct](#)
- [TFA Disciplinary regulations](#)
- [TFA Safeguarding Children and Young People Policy](#)
 - o [Safeguarding Policy Overview](#)
 - o [Safeguarding Do's and Don'ts Booklet](#)
 - o [Safeguarding Electronic Online Communications Booklet](#)
 - o [Safeguarding Events Involving Overnight Stays](#)
 - o [Safeguarding Recruitment and Screening Booklet](#)
- [8th Edition Rules](#)
- [TFA Concussion Policy](#)
- Weather Policies
 - o [Electrical Storm and Wet Weather Guidelines](#)
 - o [Extreme Heat Guidelines](#)
 - o [Air Quality Guidelines](#)
- Australian Sports Commission
 - o [Harassment and Discrimination](#)
 - o [Inclusion and Diversity](#)
- [All other TFA Policies](#)

