



Important Dates

Date	Item	Potential Sanction
Wednesday, 13 November 2024	<ul style="list-style-type: none"> Indicative team nominations open 	
Monday, 25 November 2024	<ul style="list-style-type: none"> Referee Expressions of Interest opens 	
Wednesday, 11 December 2024	<ul style="list-style-type: none"> Referee Expressions of Interest closes 	May miss out on the selection process to attend the event
	<ul style="list-style-type: none"> Uniform compliance test, see Conditions of Entry for instructions 	
Wednesday, 22 January 2025	<ul style="list-style-type: none"> Indicative team nominations due 	
	<ul style="list-style-type: none"> Final team nominations due 	\$200 late withdrawal fee
Wednesday, 29 January 2025	<ul style="list-style-type: none"> Tent usage form due 	
	<ul style="list-style-type: none"> Players and official's online registrations open 	
Wednesday, 5 February 2025	<ul style="list-style-type: none"> Final date for players to be advised of their selection 	
	<ul style="list-style-type: none"> Final date for players' acceptance 	
Friday, 21 February 2025	<ul style="list-style-type: none"> Referee withdrawal deadline 	Future selection implications
	<ul style="list-style-type: none"> Last day for player loan requests 	
Wednesday, 26 February 2025	<ul style="list-style-type: none"> Final day for players and officials to complete their online registration 	\$40 late registration fee charged
	<ul style="list-style-type: none"> Final team and officials list due 	Not included in event magazine
Monday, 3 March 2025	<ul style="list-style-type: none"> Player shirt numbers due 	
	<ul style="list-style-type: none"> Player shirt numbers due in MySideline 	May incur a \$100 fine per team
Wednesday, 5 March 2025	<ul style="list-style-type: none"> Tour leader meetings 	
Thursday – Saturday, 6 – 8 March 2025	<ul style="list-style-type: none"> The Championships 2025 	

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Contents

A – ADMINISTRATION REQUIREMENTS.....	5
Item 1 – All Abilities Divisions.....	5
Item 2 – Final Team Lists and Playing Shirt Numbers	5
Item 3 – Tour Leader Meeting and Tournament Briefing.....	5
Item 4 - Insurance.....	7
Item 5 – Medical Assistance.....	7
Item 6 – Tents and Associated Equipment.....	7
Item 7 – Uniforms.....	9
Item 8 – Photography and Filming.....	10
B – EVENT SPECIFIC INFORMATION	11
Item 1 – Rule Variations	11
Item 2 – Tournament Management.....	11
Item 3 – Draw Formula	11
Item 4 – Playing Times.....	12
Item 5 – Match Balls	12
Item 6 – Competition Points.....	12
Item 7 – Forfeits	12
Item 8 – Determining Positions for Finals/other	13
Item 9 – Complaints and Protests.....	15
Item 10 – Disciplinary Regulations.....	16
Item 11 – Suspensions	17
Item 12 – Eligibility and Unregistered Player Issues.....	18
Item 13 – Score Cards	18
Item 14 – Score Disputes	19
Item 15 – Additional Players.....	19
Item 16 – Interchange Area Rules.....	20
Item 17 – Coaching Positions.....	20
Item 18 – Spectators	20
Item 19 – Tour Leader Guidelines.....	20
Item 20 – Communication with Referees.....	21
Item 21 – Presentations	21
Item 22 – National Team Talent Identification	22
C – POLICIES	23
Item 1 – TFA Policies.....	23

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Item 2 – Child Protection.....	23
Item 3 – Food Handling	24
Item 4 – Images and Video Footage.....	24
Item 5 – Anti-Doping Education Plan.....	25
Item 6 – Weather	25
Item 7 – Blood Bin.....	26
Item 8 – Concussion Policy.....	26
Item 9 – Injury Clearances	27
Item 10 – Glass Bottles and Alcohol.....	27
Item 11 – Parking Areas and Traffic.....	27
Item 12 – Force Majeure	27
ANNEXURES.....	28
ANNEXURE A: Concussion Policy.....	28

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A – ADMINISTRATION REQUIREMENTS

Item 1 – All Abilities Divisions

The All Abilities Division consists of three Tiers - Tier 1, Tier 2 and Tier, and includes two types of players:

- A Certified Athlete (CA) - an individual who is an NDIS recipient, and
- A Non-Certified Athlete (NCA) - an individual who is not an NDIS recipient.

Tier 1

Teams are not permitted to have any Non-Certified Athletes within the squad. The Tier 1 competition will consist of a standard game length.

Tier 2

Teams are limited to a maximum of two (2) Non-Certified Athletes on the field and a maximum of six (6) Non-Certified Athletes within the squad. The Tier 2 competition will consist of a standard game length.

Tier 3

Teams are limited to a maximum of six (6) Non-Certified Athletes and six (6) Certified Athletes on the field. The Non-Certified Athletes are not to play an active part in the game and are there to assist the Certified Athletes only in a non-competitive environment. Non-Certified Athletes are required to wear bibs when on the field which will be provided by TFA. The Tier 3 competition may consist of a half-game length.

*NCA for Tier 3 are not required to pay the entry fee but are still required to register via MySideline for insurance purposes.

The All Abilities divisions will play on all 3 days of the tournament (Thursday-Saturday).

Item 2 – Final Team Lists and Playing Shirt Numbers

Final team lists with playing shirt numbers are to be submitted in writing via the provided form by **5pm AEDT – Wednesday, 26 February 2025**. These provided team lists will be used to cross-reference MySideline registrations, add shirt numbers, and provide tour leaders the opportunity to chase outstanding registrations. **Please do not include anyone on these lists who is not attending the event.**

Failure to submit team details by the due date may result in a team being withdrawn.

Item 3 – Tour Leader Meeting and Tournament Briefing

TFA will release **The Championships 2025 Tournament Briefing** which all tour leaders, team managers and coaches must view before **12pm AEDT – Wednesday, 5 March 2025**.

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TFA will be implementing compulsory individual tour leader meetings. Tour leaders will be required to book a 30 to 60-minute appointment, pending the number of teams nominated, between **12pm and 4pm AEDT on Wednesday, 5 March 2025**

TFA will provide each tour leader with the MySideline squad report for each team, containing details of participants registered online as of **9am AEDT – Wednesday, 5 March 2025**.

This squad report will become the final registered team list and is to be checked to ensure all participants have registered, and that correct details have been provided, including registered player's names and playing shirt numbers.

You must bring a copy of the submitted final team list to use as a cross-referencing tool, particularly, if your final team lists or shirt numbers change between the due date and your tour leader meeting.

Playing shirt numbers, if not already entered online or if changes are required, are to be legibly hand-written on the squad report. The tour leader must sign off to confirm all information and documents are correct.

The tour leader meeting will be the final opportunity to change the final registered team list.

A reminder that players and officials who have not completed the online registration process will not show on the final squad report, and for them to participate in the tournament, they must complete the online registration process before **6pm AEDT – Wednesday, 5 March 2025**.

Failure to complete online registrations and submit final team details by **6pm AEDT – Wednesday, 5 March 2025** may result in a penalty including removal from the tournament, forfeits, a financial penalty and/or the loss of points.

No deletions, additions or replacements to the team sheets or officials' sheets will be permitted after **6pm AEDT – Wednesday, 5 March 2025**.

Finally, tour leaders will receive their team footballs and be advised of any changes to the tournament briefing or other important information at this meeting.

Required/Additional Paperwork

It is the responsibility of the respective entity that all their participants have submitted all relevant documentation before taking part in the tournament in any capacity.

The following documentation is required to be lodged at the tour leaders meeting:

- | |
|---|
| • Final squad report for each team (provided) |
| • Final playing shirt numbers need to be confirmed and finalised at this meeting |
| • Final officials list (provided) |

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	<p>Player Shirt Number Changes</p> <p>TFA understands that there are occasions where player shirt changes may need to be made during the tournament.</p> <p>Team officials must make TFA aware of player shirt number changes by completing the relevant form at the tournament information area.</p>
<p>Item 4 - Insurance</p>	
	<p>The TFA National Insurance Scheme covers all players and officials who have met the insurance criteria of a current TFA-affiliated competition. For this tournament, the player must be a registered player in an Affiliate, who meets the criteria as set out in these conditions.</p> <p>International teams must provide evidence of their insurance coverage as TFA cannot provide coverage.</p>
<p>Item 5 – Medical Assistance</p>	
	<p>Entities are required to supply their own medical staff. It is the entity's responsibility to ensure that adequate medical staff possessing appropriate qualifications and insurance are appointed to support their teams. Please refer to the TFA Sports Science and Sports Medicine Framework to guide you through the process.</p> <p>Additionally, TFA will ensure suitably trained medical staff are available to assist with all serious injuries.</p> <p>Contact details of the nominated medical delegate are to be lodged on the officials' team sheet, and tournament management will contact this individual during the event for medical issues involving the respective entity.</p>
<p>Item 6 – Tents and Associated Equipment</p>	
	<p>Due to limited space available, entity tents and equipment will be restricted at the venue.</p> <p>Tents will be restricted to <u>one (1)</u> tent per entity and the size will be limited to suit the number of teams entered:</p> <ul style="list-style-type: none"> 1-4 teams no larger than a 6m x 9m tent. 5-9 teams no larger than a 6m x 12m or 9m x 9m tent. 10-15 teams no larger than a 12m x 9m or 6m x 18m tent. 16 or more teams no larger than a 10m x 15m tent. <p>In addition to this, the following needs to be adhered to:</p>

- a) Due to council restrictions, self-catering is not permitted at the venue. This includes outside commercial food, bulk food or catering, or preparing food in team tents.
- b) Due to limited space, ice baths will not be permitted at the venue.
- c) If in place at the time of the event, entities will need to follow the current NSW Public Health Orders

The entity is responsible for booking their tent and other equipment.

Any temporary structures erected at the venue must meet relevant Australian Standards and be engineer-certified. Copies of this documentation are to be supplied before installation so details can be verified.

These items can be hired through one of the following companies:

Event Marquees

Phone: 1800 788 006

Email: nsw@eventmarquees.com.au

Website: www.eventmarquees.com.au/

C2C Event Hire

Phone: (02) 6655 6924

Email: info@c2ceventhire.com.au

Web: www.c2ceventhire.com.au

Add On Hire

Phone: (07) 5571 7716

Email: info@addonhire.com.au

Web: www.addonhire.com.au

Handi-Hire

Phone: (02) 6654 2033

Email: events@handi-hire.com.au

Web: ww.handi-hire.com.au

The event and tournament needs will take priority with the allocation of infrastructure.

Entities are to advise TFA by **5pm AEDT – Wednesday, 22 January 2025** if they intend to use a tent or not and their tent size.

TFA will allocate the position of tents.

All associated equipment is the sole responsibility of the entity hiring the equipment. Entities will be responsible for ensuring the safety and protection of all equipment they bring into the venue. Cool rooms and ice trailers may not be given permission to be on-site in 2025.

Any other large infrastructure being brought into the venue needs prior permission from TFA.

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TFA cannot guarantee that water or power to the entity tent area. Entities are encouraged to sort out any arrangements, such as water or power access by **4pm AEDT – Wednesday, 5 March 2025**.

Access to the tent area for entities to set up their tents will be from **12pm AEDT – Wednesday, 5 March 2025**.

Item 7 – Uniforms

All playing uniforms must display either the approved NRL Touch Football (NRLTF) or NRL Touch Football state logos on the right-hand breast of all playing tops and the front right-hand side of the playing short leg in accordance with the relevant state or national licensing program.

For the 2025 Championships, the approved NRLTF logo is the **DoorDash NRLTF logo**.

All uniforms must comply with the TFA Uniform Guidelines. Please refer to these guidelines for entity logo placement.

The use of TFA's Intellectual Property (IP), including the NRLTF logo, is restricted under license agreement. Entities must display TFA IP on uniforms and must use a TFA-licensed apparel supplier listed below.

New Balance	Inferno
Tribal Sport	Steeden
EV2 (formally known as EMUSportswear)	ISC
S-Trend	Dynasty Sport
Struddys	BLK International
KBS Sportswear	

All uniform designs are to be forwarded to TFA, lauren.pruscino@touchfootball.com.au by **5pm AEDT – Wednesday, 11 December 2024** to ensure compliance and the approved scheme for each entity and that all uniform details are lodged on record.

All playing uniforms must include:

- a securely fixed numbered shirt or singlet (no temporary measures such as tape will be permitted to replace numbers);
- a 1 or 2, digit number which meets the requirements of the TFA rules of the game;
- no three-digit numbers will be permitted;
- 0 can only be used in the following number sequence – 0 (not '01', '02' etc), 10, 20, 30, 40 and 50 etc.
- shorts or tights;
- socks;
- footwear which meets the requirements of the TFA rules of the game; and

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	<ul style="list-style-type: none"> entity hat (as 'correct uniform'). <p>Only approved playing uniforms will be permissible for players to wear while they are involved in any game. Team officials must also wear entity-issued clothing while they are involved in any game and ensure they wear enclosed footwear.</p> <p>There are to be no changes to the playing uniform unless the entity has previously submitted an exemption request for a player to TFA and that request has been granted.</p> <p>All playing members of a team must wear the same uniform. Players in the same team may wear a combination of shirts and singlets, shorts and tights, or alternative versions of hats and socks if those items are consistent in design and made by the same manufacturer.</p> <p>Any player not playing in the official uniform will not be allowed to take the field of play until correctly attired. Referees will endeavour to enforce this rule. However, if a breach is proven to have occurred, it will result in a caution and/or fine as deemed appropriate by TFA's tournament management.</p> <p>Uniform designs similar in design and colour to the referee uniform will not be approved. All colour changes to uniforms being considered by entities are to be submitted to TFA for consideration by Wednesday, 11 December 2024.</p> <p>Compression Clothing</p> <p>The use of short-length compression apparel such as short thigh length or calf length items of clothing will be permissible to be worn by a player (underneath their official uniform) and must be barely visible and with no prominent logo(s). The use of longer compression apparel will require specific dispensation from TFA's tournament management before wearing it in a game.</p> <p>Merchandising</p> <p>The merchandising of The Championships 2025 will be the responsibility of TFA and its suppliers. All rights relating to the sale and production of merchandise for the event will remain the property of TFA. The selling of merchandise or other products by entities or other parties at the event without TFA's consent will not be tolerated and is a commercial breach. A penalty of up to \$5,000 (GST exclusive) per offence will be applied to any entity or organisation breaching TFA's rights.</p>
Item 8 – Photography and Filming	
	<p>NRL Films and Photos are the official and exclusive photographers of The Championships 2025 engaged on behalf of TFA.</p> <p>TFA is the official and exclusive videographer of The Championships 2025.</p>

	<p>NRL Films and Photos will be taking action shots at the event, which will be available for purchase from TFA's online photo store https://tfa.photoshelter.com/archive, under the album title 'The Championships 2025' after the tournament.</p> <p>TFA has sole commercial rights to playing/match images and footage captured at the event. Professional photography and filming is restricted to NRL Films and Photos, host council staff and authorised TFA personnel only. No entity or person representing an entity is permitted to publish, sell, make available, share or otherwise any image or galleries of playing/game images or footage captured at the event on websites, social media, print formats or directly to participants without written approval from TFA.</p> <p>TFA can provide entities with select images from the official event photographers for promotional or social media use. Images will also be available for entities to purchase from TFA post-event at the discounted rate of \$2.50 per image.</p> <p>Entities are permitted to take and share images and footage for the following purposes:</p> <ul style="list-style-type: none"> - Team photos - Images/Footage of players off the field - Internal coaching and analysis <p>Sanctions may apply if an entity is found to have breached this clause.</p>
B – EVENT SPECIFIC INFORMATION	
Item 1 – Rule Variations	
	<p>The 8th edition of the TFA Playing Rules will apply. Rules can be viewed from the TFA website here: 8th Edition of the TFA Playing Rules.</p>
Item 2 – Tournament Management	
	<p>TFA's tournament management will determine and will rely on policy where they exist, to interpret matters not covered or specified by the Conditions of Entry.</p> <p>Tournament management has the right to amend any tournament rule if required.</p>
Item 3 – Draw Formula	
	<p>The draws are dynamic and subject to change for a variety of reasons.</p> <p>After the close of nominations, an indicative draw structure will be distributed.</p> <p>The draft draw will only be distributed after team lists have been submitted.</p>

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	<p>An updated draw will be distributed to entities with any additional draw changes advised as soon as possible.</p> <p>The final draw will be confirmed at the tour leader meeting.</p>
<p>Item 4 – Playing Times</p>	
	<p>Tournament management reserves the right to alter the duration of games in the best interests of completing the event.</p> <p>All finals games must result in an outright winner. In the event of a drawn match at the end of full-time, a drop-off will determine the match winner.</p> <p>In instances where there are stand-alone open division grand finals, match referees may allow 'time off' for serious injury.</p>
<p>Item 5 – Match Balls</p>	
	<p>All teams must use the official Steeden match ball in all games throughout the tournament. Each team will receive a match ball from TFA at the tour leaders' meeting. Extra balls can be purchased from the tournament information area at the event.</p>
<p>Item 6 – Competition Points</p>	
	<p>Competition points will be awarded for all round-robin games based on the results obtained. The following points will be awarded:</p> <p>Win = Four (4) points</p> <p>Draw = Two (2) points</p> <p>Loss = Zero (0) point</p> <p>Forfeit = Minus one (-1) point for the offending team</p> <p>Bye = Zero (0) points – if there are an equal number of byes allocated within the pool</p> <p>Bye = Four (4) points – if an unequal number of byes is allocated within the pool.</p>
<p>Item 7 – Forfeits</p>	
	<p>Teams must be in attendance at their playing fields at least five (5) minutes before the commencement of their match.</p> <p>It is the responsibility of each captain to report to the referees two (2) minutes before the commencement of the game for the coin toss.</p> <p>If a team is not at the field at the time of the toss, the attending team will be awarded the winning of the toss.</p>

The offending team will receive a maximum of five (5) minutes from the commencement of the game (siren/whistle) to position the team on the field and be ready to commence play.

If the offending team is not in attendance after the five (5) minutes have expired, the game will be deemed a forfeit, and the non-offending team will be awarded the win with a 5–0 score. The offending team will receive a 0–5 score, and negative points as indicated above. The offending team will be penalised one (1) try after the first minute and one try for every minute thereafter up to five (5) minutes (e.g. three minutes late equals a 0–3 score).

Upon conceding a forfeit, the tour leader or their appointed representative of an offending team will be required to show cause to tournament management by the end of the match in question why their team should not be excluded from participating in any further matches. Tournament management or an appointed Disciplinary Tribunal will decide upon receipt of the report if the offending teams' action warranted the need to forfeit the match and may incur a monetary fine of up to \$1,500 (GST exclusive). This written report must be submitted to tournament management one (1) hour before the team's next scheduled game.

Forfeits in the Final Series

If a team is forced to forfeit in the final series, the team's tour leader must submit the reasons for their forfeiture in writing, as per the above process. It must be then approved by tournament management or a monetary fine of \$1,500 (GST exclusive) will be imposed upon the forfeiting team, which will be invoiced to the relevant entity, who is subsequently responsible for paying.

NOTE: Forfeits for any reason in the final series negates the forfeiting team's rights to participate further in the final series.

Item 8 – Determining Positions for Finals/other

Finals/Other

Positions for the Final Series/Other will be determined as follows:

1. Highest on the table – if equal
2. Differential (for and against) – if equal
3. Percentages – if equal
4. Result of preliminary game (count back) – if drawn
5. Least tries scored against
6. Most tries scored – if equal
7. Drop off; and
8. Any other method as determined by TFA.

Forfeit Affected Positions

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If two or more teams finish level on competition points and any of those teams were involved in a forfeited match in the preliminary rounds, the forfeit may cause some obvious problems. When a non-offending team has been involved in a forfeit, the 'for and against' from that forfeit will not count in final calculations. Similarly, the other teams that finish on equal points will have the 'for and against' from that forfeited team deducted from their total. For teams competing against teams on two occasions during the tournament, the calculations for the benefit of this rule will be the corresponding game in each round.

For example:

Team C forfeits to Team A in game three (first round).

Team A wins 5 – 0 on forfeit.

Team B defeats Team C, 5 – 3 in game four (first round).

If after the preliminary rounds, the 'for and against' is:

Team A – 50 for and 10 against (plus 40)

Team B – 60 for and 20 against (plus 40)

The above results would be deducted first, and the result is:

Team A – 45 for and 10 against (plus 35)

Team B – 55 for and 17 against (plus 38)

Therefore, Team B would gain the higher position.

Differential

The differential is determined by subtracting the total of tries scored 'against' from the number of tries scored 'for'. The team with the best differential will obtain the higher position.

For example:

Team A scores 50 for and 10 against

Team B scores 40 for and 10 against

By subtracting the 'against' from the 'for', Team A would be 'plus 40', whilst Team B would be 'plus 30'. Team A would, therefore, obtain the higher position.

The percentage system would apply if teams have the same 'difference'.

Percentages

If this system is used, it is easily explained that if the 'difference' is in the 'plus' situation (see above), the team with the least number of tries scored against them would obtain the higher position.

	<p>However, if the 'difference' is in the 'minus' situation, the team that has scored the most tries would obtain the higher position.</p> <p>The percentage system is calculated by placing tries 'for' over tries 'against' and multiplying by 100 over 1.</p> <p>Using the above example:</p> $\text{Team A} = \frac{50}{10} \times 100 = 500\% \quad \text{Team B} = \frac{60}{20} \times 100 = 300\%$ <p>Team A would obtain the higher position.</p> <p>Result of Preliminary Game (Count Back)</p> <p>If all is equal, then the result of the preliminary game between the two shall determine the higher position.</p> <p>Least tries scored against</p> <p>If the result of the preliminary game was a draw, the team with the least number of tries scored against them will be used to determine the higher position.</p> <p>Most Tries Scored</p> <p>If the result of the preliminary game was a draw and the teams have an equal number of tries scored against them, the team that scored the most tries will be used to determine the higher position.</p> <p>Drop-Off</p> <p>If the result of the preliminary game was a draw, and the tries scored against and tries scored for are equal, then a drop-off will occur with details to be communicated by tournament management.</p> <p>Any Other Method</p> <p>In extenuating circumstances, TFA may be required to adopt an alternative method to determine finals series placings and may do so at its sole discretion.</p>
Item 9 – Complaints and Protests	
	<p>TFA recognise that all parties wish to have the opportunity, should a situation arise, to have their position heard and/or considered.</p> <p>A 'complaint' regarding the tournament may be dealt with informally or formally in accordance with TFA's policies and these tournament conditions following the lodgement of an Official Protest.</p>

	<p>Tournament management aims to provide a simple dispute resolution process for complaints based on the principles of procedural fairness. Any person (a complainant) may report a complaint regarding the tournament; however, it will require endorsement and submission by the entity. Matters that are a breach of the National Integrity Framework and occur outside of a match will be handled in accordance with the Complaints, Disputes and Discipline policy.</p> <p>Management will not consider complaints about the decisions of a referee made during the course of the game.</p> <p>As per the outline above, all other complaints will be dealt with promptly, seriously, sensitively, and confidentially.</p> <p>TFA reserves the right to adjust time frames quoted in the Disciplinary Regulations to ensure it handles complaints in a time frame befitting tournament conditions.</p>
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Item 10 – Disciplinary Regulations

	<p>TFA is the 'TFA Authority' and when using the Disciplinary Regulations commences at the Disciplinary Tribunal level and allows for a first level appeal to occur in an event environment. This is, therefore, the final level of an appeal that will be used within the event environment.</p> <p>A second level appeal process is available; however, cannot be implemented inside an event environment. Second level appeals will be undertaken separately to an event under normal Disciplinary Regulations, timelines and processes (see Points 7-18 below).</p> <p>In all cases, the Disciplinary Regulations apply to this event, with amendments to the timelines (annotated in Bold) to ensure the urgency in dealing with situations that arise in an event context as outlined below:</p> <p>7. CONVENING DISCIPLINARY TRIBUNAL HEARINGS</p> <p>(b) Notification of persons charged under these Disciplinary Regulations must include details of the day, time, and place of the Disciplinary Tribunal hearing at which the charge will be heard in accordance with these Disciplinary Regulations and must be provided at least one (1) hours' notice to such hearing.</p> <p>8. REPORTS BY OFFICIALS</p> <p>8.2 Two (2) match suspension under TFA Playing Rules</p> <p>(a) Where a player has been dismissed for the remainder of the match by a referee under rule 23 of the 8th Edition TFA Playing Rules and Referee Signals (Playing Rules) (as amended from time to time), the referee must report the dismissal to the relevant TFA Authority. Under the Playing Rules, a player dismissed for the remainder of the match will receive an automatic two match suspension from all matches conducted by any affiliated Touch Association. Any such automatic two match suspensions must be reported verbally by the</p>
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referee or competition organiser within **30 minutes, with two (2) hours allowed to provide the written report.**

11. DUTIES OF TFA AUTHORITY UPON RECEIVING A REPORT

(b)(x) Provide the charged person, team, or club with a copy of the Incident Report form. In carrying out this function the Hearings Officer shall:

- (A) provide a copy of the Incident Report form to the charged person (or a representative of a charged team or club) a minimum of **one hour's** notice prior to the hearing; or
- (B) if the TFA Authority does not have contact details for the charged person, team, or club, make a copy of the Incident Report form available for collection by the charged person, team or club and notify the team manager of the requirement to collect the form.

18. NOTICE OF APPEAL

(a) The Appellant must:

- (i) lodge a notice stating full details of charges and results thereof and stating in full the grounds of appeal with the Appeals Officer within **30 minutes** of the notification of a determination of a Disciplinary Tribunal hearing using the Notice of Appeal form at Appendix D or other form issued by the TFA Authority ('Notice of Appeal'); and
- (ii) pay the appeal fee to the Appeals Officer when lodging the Notice of Appeal, which shall be:
 - (A) \$200 for an Appeal Tribunal conducted by a TFA Authority (first level of appeal); and
 - (B) \$400 for a TFA Appeal Tribunal conducted by TFA (second level of appeal).

The appeal fees do not apply in the case of appeals by minors and may be waived (in any other case) in the discretion of the Appeals Officer.

The Appeals Officer shall notify an Appellant within 12 hours of receipt of the first level Notice of Appeal as to whether an appeal hearing is to be granted (under regulation 17) and the time, date, and place of the appeal hearing if it is granted.

Item 11 – Suspensions

As stated above, if a player is dismissed for the remainder of the game, an automatic two (2) match suspension will apply unless the Disciplinary Tribunal considers further action is warranted. Any player who receives three (3) separate sin bins over the tournament will be given an automatic two-match suspension.

The suspension applies to the next two matches in which the team participates in the event. It does not include byes or if the player belongs to a team that forfeits in a match. Games forfeited against the suspended player's team will count.

	<p>All automatic two-match suspensions will apply and cease at this event and will not carry over into future events.</p> <p>If a suspension or penalty is imposed by a Disciplinary Panel that may affect a local or state event, there needs to be official communication with the relevant state office.</p>
<p>Item 12 – Eligibility and Unregistered Player Issues</p>	
	<p>If a valid protest is lodged regarding a player's eligibility (should TFA feel the protest has foundation), the entity will be required to provide proof of eligibility.</p> <p>Documentation of an individual required to prove eligibility would include:</p> <ul style="list-style-type: none"> • Statutory Declaration that they have met eligibility criteria. • Evidence of an individual's registration. • Copy of sign-on sheets or any other data to substantiate that the individual is eligible. <p>If an entity cannot prove a player's eligibility, the player will be unable to participate in the tournament.</p> <p>All eligibility protests must be lodged before the final timeslot on the tournament's second day.</p> <p>Similarly, if a valid protest is lodged regarding a player participating, but, that player is unregistered to the team in question, the entity protesting will be required to provide evidence of the unregistered player participating in said game.</p> <p>A team found playing an unregistered or ineligible player will have those games the player participated in recorded as a forfeit, and the team may be disqualified.</p>
<p>Item 13 – Score Cards</p>	
	<p>Each team is responsible for allocating an official score person for each game. Both scorers are required to score the game from the allocated scoring area. The official scorecard will be recorded at that location.</p> <p>The official score persons are to sign the scorecard at the end of each game. In signing the scorecard, the nominated person, on behalf of their team, has acknowledged and accepted the information on the scoresheet to be accurate and correct. This information includes:</p> <ul style="list-style-type: none"> • Full-time and half-time scores • Try scorers • Sin bins or dismissal sanctions • Injuries • Non-participating players.

	<p>Each team must complete a team and score sheet for every game they participate in. The information that is required is player numbers and try scorers for both teams. This information must match up with the official scorecard (i.e. number of try scorers matches the final score).</p> <p>TFA encourages all referees and the official score persons to communicate throughout the game to make sure that the score sheet is correct.</p> <p>If you disagree 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.</p> <p>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, as this is an appropriate amount of time for a video review to occur before progressing with a formal process if required.</p> <p>If the information on the scorecard needs to be clarified, the relevant parties may be contacted to confirm.</p>
<p>Item 14 – Score Disputes</p>	
	<p>Teams who do not provide an official score person negate their right to dispute the score.</p> <p>If a team does not agree with the score on the score sheet, it should be noted on the official score sheet, and a protest lodged via the tour leader as indicated above.</p> <p>The following information is to be provided with the protest:</p> <ul style="list-style-type: none"> • The team that tapped off first and direction of play. • The order in which the scoring occurred (including player numbers of both teams). • The half-time and full-time scores. <p>The opposing team will be called to verify the score. In the event of inconclusive evidence, the score will be recorded as the score the referees have recorded.</p> <p>Alternatively, video evidence or equivalent can be provided (if available), and the evidence will be used only if conclusive.</p>
<p>Item 15 – Additional Players</p>	
	<p>A team may only play a maximum of 14 players per match. If a team registers more than 14 players for the tournament, then the official team scorer must cross off the name/s of the player/s who will not be playing from the scoresheet.</p>

	<p>If a team believes that the opposition plays an unregistered player or plays more than 14 players, they can lodge a protest. Conclusive evidence must be provided to substantiate the claim/s.</p>
<p>Item 16 – Interchange Area Rules</p>	
	<p>The interchange areas (20m x 4m) will be positioned at halfway on both sides of the field. All interchanges must occur within the interchange area.</p> <p>The team winning or awarded the toss has the right to choose the interchange area on behalf of their team.</p> <p>A maximum of 22 registered participants may be on the playing surface (including interchange area and permitted coaching positions). Each individual must wear closed footwear.</p> <p>Failure to comply with this will result in individuals being asked to leave the field perimeter for the duration of the game and may result in further action including, a fine and/or suspension.</p>
<p>Item 17 – Coaching Positions</p>	
	<p>A coach may position themselves at the end of a field. If they are at the end of the field, they must remain at least five (5) metres behind the deadball line. Where a fence, spectator line or advertising signage prevents this, they must remain behind the fence or advertising signage.</p> <p>Please comply with this to avoid individuals being asked to leave the venue for the duration of the game and may result in further action.</p>
<p>Item 18 – Spectators</p>	
	<p>The main C.ex Coffs International Stadium arena is only accessible to registered players or officials competing in the relevant time slot. There is no spectator access to the area.</p> <p>For all other areas of the event venue and the safety of participants and to maximise the spectator experience, all spectators must be a minimum of five (5) metres back from the field of play or behind the designated spectator line.</p> <p>Please note, as per council rules, no animals are permitted at the venue except service animals. Any service animal must be identifiable, or you must have the appropriate paperwork with you and be willing to present it to staff if needed.</p>
<p>Item 19 – Tour Leader Guidelines</p>	
	<p>All tour leader meetings must be attended by the registered tour leader or their nominated replacement, who must be a registered official with the entity.</p>

	<p>The tour leader is not to enter the field of play before, during or after a match except in case of an emergency.</p> <p>The tour leader is responsible for submitting all reports, number changes or protests on behalf of their entity.</p>
<p>Item 20 – Communication with Referees</p>	
	<p>Only the team captain can communicate with a referee during a match.</p> <p>After the conclusion of a match, the team manager or coach can approach the referees to seek clarification on a decision or a particular part of the match but must do so in a controlled or civil manner.</p> <p>For further clarification, a meeting may be requested through tournament management.</p> <p>Those permitted to attend the meeting include:</p> <ul style="list-style-type: none"> • Coach • Tour leader • TFA tournament management (or designated staff member) • Match referee(s) • Relevant referee coach(s).
<p>Item 21 – Presentations</p>	
	<p>All trophies and medallions will be presented to the teams and individuals after their respective final matches or as soon as practical. TFA is committed to adequately recognising all finalists and, therefore, will look to adopt measures that reflect this where time permits.</p> <p>A Player of the Final award will be presented in all divisions. Male and female awards will be presented in all mixed divisions.</p> <p>A comprehensive presentation format will be circulated at the tour leader meeting and available from The Championships website.</p> <p>Men's and Women's Opens Awards</p> <p>The winning team of the Men's Open A division will receive the Mark Boland Shield. The winning team of the Women's Open A division will receive the Angela Barr Shield.</p> <p>Players of the Final will be awarded in both divisions.</p> <p>Players of the Series will be awarded in both Opens A divisions and will be named after the first two players inducted into the TFA Hall of Fame – Terry Jacks Medal (Men's Open A) and Karen Smith Medal (Women's Open A).</p>

	<p>Coaches medallions will also be awarded in both A divisions to the coach whose team wins the grand finals. The awards will be named after the first two coaches inducted into the TFA Hall of Fame – Peter McNeven Medal (Men's Open A) and Peter Bell Medal (Women's Open A). For teams with more than one coach, only one coach will be awarded.</p> <p>There will also be a referee medallion to the best referee of the tournament as chosen by the referee panel. The award will be named after the first referee inducted into the TFA Hall of Fame – Rick Borg Medal.</p>
<p>Item 22 – National Team Talent Identification</p>	
	<p>The event will be used for the continuous talent identification process to select national squads. It is important for the purposes of selection; any number changes or uniform issues are communicated with tournament management.</p> <p>Players don't need to nominate for this process. However, all players will be assessed unless they inform TFA that they are unavailable for selection. Therefore, individuals from TFA-affiliated entities that are not eligible to participate for Australia but are eligible for other countries are required to communicate this with tournament management.</p> <p>Any dual-eligible participant must inform TFA of their intent on who they wish to represent.</p>
<p>Item 23 – Champion Entity</p>	
	<p>The results of each division for each entity will be accumulated and the entity with the most points will be declared the Champion Entity.</p> <p>Entities may have points taken off their Champion Entity points total for noncompliance or player misconduct.</p> <p>The point's method is outlined on The Championships website – the entity with the most points will be declared the winner.</p> <p>If a countback is needed, the countback will be determined in the following manner:</p> <ul style="list-style-type: none"> • The entities with the most championships • If equal, the entity with the most second places etc. • If still equal, joint Champion Entities will be awarded. <p>Entities must compete in at least one (1) division to be eligible to win.</p>

C – POLICIES

Item 1 – TFA Policies

It is the responsibility of each entity to ensure that their respective touring parties behave in the manner as detailed in the following:

- TFA Constitution
- TFA The Championships 2025 Conditions of Entry
- National Integrity Framework
- TFA Disciplinary Regulations
- TFA Code of Conduct
- Australian Anti-Doping Policy
- TFA Responsibility Code

All this documentation is available from the TFA website under policies –

<https://touchfootball.com.au/policies/sport-policies/>

In addition to the Membership and Participant Declaration, which is accepted by all players and officials when completing the online registration process, the following rules of conduct must be followed:

Players/officials will always comply with the reasonable directions, requests and instructions of TFA staff, tour leaders and team management.

Players/officials will exhibit exemplary conduct, including whilst travelling to and from the tournament.

TFA will coordinate the investigation of any reports of a breach of these codes in accordance with the relevant TFA policy.

Item 2 – Child Protection

In some instances, persons under the age of 18 will be in attendance at the event. In understanding our expectations around your role and responsibilities, we provide entities with additional legal guardianship information.

All registered participants in Touch Football are bound by the National Integrity Framework (Framework) provisions. The Framework includes a Child Safeguarding policy intended to safeguard our most vulnerable participants. Participation in sport should be safe for all. We are committed to ensuring that people in sport, including children, are treated with respect and dignity and are protected from bullying, discrimination, harassment or abuse. The Child Safeguarding and Member Protection policies within the framework highlight the important legal and governance responsibilities concerning child safety and member protection.

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	<p>This communication contains general advice only and does not consider individual objectives, circumstances and/or a legal view. The information in this communication is only to offer some additional information on this particular area. Individual research and advice should be sought for your circumstance.</p> <p>Ensure you are informed of any medical concerns, including food allergies, of any child under 18 years in your care at the event. 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.</p> <p>We remind entities that they are responsible for the direct supervision of any player or official who is under the age of 18 years. Any entity should take all steps to protect these persons from all forms of harassment. This includes ensuring that:</p> <ul style="list-style-type: none"> • All officials comply with the relevant child protection laws. • When travelling to, during and from the tournament, all care is taken to supervise minors. <p>All tour leaders will be responsible for ensuring all touring staff and volunteers involved with under 18's comply with the Working with Children Check laws in their relevant state.</p> <p>It is the entity's responsibility to collect this information from staff or volunteers, keep on record and check that the card is valid before they enter New South Wales.</p> <p>Touch Football Australia recommends all coaches, staff and officials attending the event complete the Child Safeguarding in Sport Induction course. This course can be accessed via The Nest, and a copy of your certificate must be uploaded in the system against the corresponding course; for any questions or concerns, please email james.sharp@touchfootball.com.au.</p>
<p>Item 3 – Food Handling</p>	
	<p>It is important to note that handling food for groups can be a significant risk factor for food poisoning or spoiling. TFA reminds entities that they need to have processes and policies around the individuals who are responsible for these aspects. Please visit www.foodstandards.gov.au for more information.</p>
<p>Item 4 – Images and Video Footage</p>	
	<p>All persons accept that by participating in this event, they may be photographed or filmed by TFA, the broadcaster or host council and that these images or footage may be used by TFA and its partners, the broadcaster or host council. If you do not wish for your image(s) to be used, individuals must notify TFA in writing to lauren.pruscino@touchfootball.com.au.</p> <p>Restrictions around filming and photography apply at this event. For more information, please refer to A – Administration Requirements Item 8 – Photography and Filming.</p>

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Item 5 – Anti-Doping Education Plan	
	<p>The World Anti-Doping Code, which underpins the Australian Anti-Doping Policy, has an increased focus on anti-doping education standards. One of Sport Integrity Australia's (SIA) key goals is for an athlete's first experience with anti-doping to be through education and not through testing. Further information on the Australian Anti-Doping Policy can be found on the Sport Integrity Australia website www.sportintegrity.gov.au</p> <p>Education is key to protecting athletes' health and wellbeing and upholding Touch Football's integrity. 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).</p> <p>At The Championships 2025, all athletes, coaches and support personnel at the event are recommended to complete the Anti-Doping Fundamentals.</p> <p>These courses can be accessed via The Nest, and a copy of your certificate must be uploaded to the system against the corresponding course; for any questions or concerns, please email james.sharp@touchfootball.com.au.</p> <p>TFA encourage all participants to complete SIA's additional courses within their eLearning centre and upload copies into The Nest.</p>
Item 6 – Weather	
	<p>TFA reserves the right to organise affected games in whatever format will assist the games to occur in as equal conditions as possible.</p> <p>TFA will use the Extreme Heat Guidelines, Electrical Storm and Wet Weather Guidelines and Air Quality Guidelines in the case of hot weather, wet weather, storms or poor air quality.</p> <p>Match Reschedule</p> <p>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.</p> <p>If the game has commenced and does not reach half time the following will apply to rescheduled matches:</p> <ol style="list-style-type: none"> 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.

	<p>If half time has occurred and the game cannot continue, the following will apply to rescheduled matches:</p> <ol style="list-style-type: none"> 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. <p>If a team refuses to complete the game when it has been resumed, that team shall forfeit the game.</p> <p>If the second half has started and the game cannot continue, the following will apply to rescheduled matches:</p> <ol style="list-style-type: none"> 1) The game will recommence with the team that had possession of the ball from the place on the field and at the touch count when the match was abandoned. 2) The score will commence at the score recorded at the time the game was abandoned. <p>If a team refuses to complete the game when it has been resumed, that team shall forfeit the game.</p> <p>If, due to time constraints or any other reason, a game cannot be rescheduled the following will occur:</p> <ol style="list-style-type: none"> 1) Games that did not continue to half-time will be abandoned and a 0-0 score will result. 2) The result of games that did not continue after half time, will be the score recorded at half time. 3) For games abandoned during the second half, the score recorded at the time of abandonment will be the final result. <p>NOTE: Tournament Management reserves the right to judge and adjust to suit the conditions as required.</p>
Item 7 – Blood Bin	
	<p>Any player with a bleeding cut or abrasion must leave the field immediately and have the cut or abrasion cleaned and covered. Any blood-stained clothing must also be either cleaned or replaced. If the player does not leave the field immediately, the referee will stop the game and ask the player to leave the field (standard substitution rules apply).</p> <p>Once the blood flow has been stemmed, the cut or abrasion cleaned and covered, and any blood-stained clothing and equipment cleaned or replaced, the player may return to the field and continue play. If bleeding cannot be controlled and the wound securely covered, the player must not continue in the game.</p>
Item 8 – Concussion Policy	
	<p>TFA has released our own TFA concussion policy. The policy has been updated in March 2024 and will be used at all TFA events.</p>

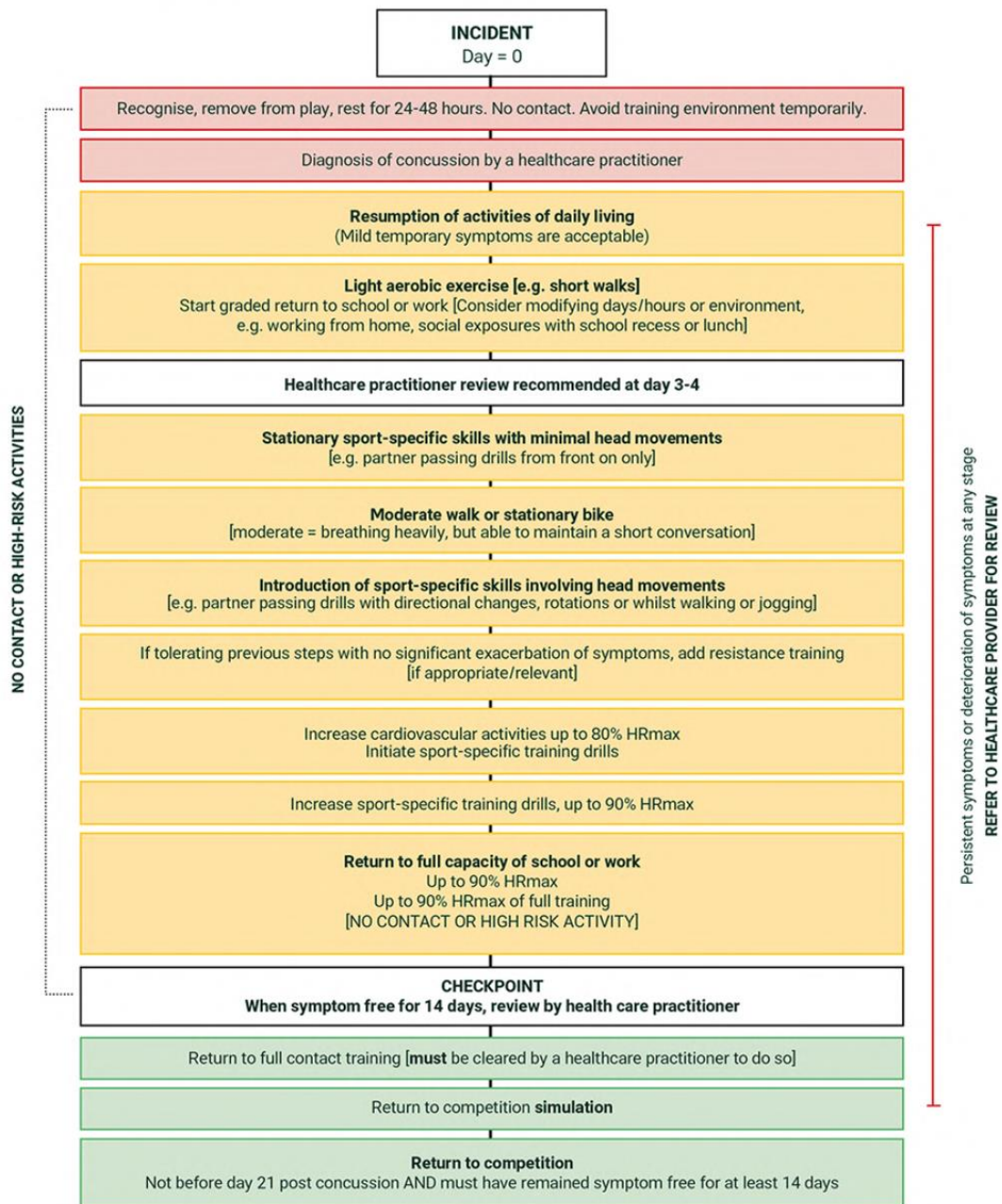
	<p>The aim of these guidelines is to ensure that all players with a suspected concussion receive timely and appropriate advice and care to safely return to activities and sport. It will outline the process that must be followed to:</p> <ul style="list-style-type: none"> • Recognise an athlete with a suspected concussion or red flags • Manage a suspected concussion or red flags • Manage return to participation after concussion • Document/report a concussion • Communicate information effectively to the athlete regarding concussion, monitoring and return to sport process <p>The TFA approved Return to Sport Policy will now align as per the following table Annexure A.</p>
Item 9 – Injury Clearances	
	<p>When TFA medical examines a participant and advises them they should not participate for a certain amount of time, they will be deemed ineligible to resume play. If the participant does play during that time, the team will be disciplined in accordance with any other ineligibility breach.</p>
Item 10 – Glass Bottles and Alcohol	
	<p>All participants are to refrain from bringing glass containers of any type into the venue.</p> <p>The venue is a licensed area, and it is illegal under liquor licensing laws for any person to bring alcohol into the venue or to consume alcohol other than that purchased from the venue bar.</p>
Item 11 – Parking Areas and Traffic	
	<p>TFA will communicate all traffic management information in the online Tournament Briefing. Any individual parking in an incorrect spot will be towed.</p>
Item 12 – Force Majeure	
	<p>A) If TFA is unable to perform, in whole or part in any obligation under these regulations of a Force Majeure Event, TFA is relieved of that obligation under these regulations to the extent, and the period it is unable to perform.</p> <p>B) In addition to C. Policies - Item 12 - A) TFA has no obligation to refund to any individual or team any fees paid if it is unable to perform by reason of a Force Majeure Event.</p> <p>a) FORCE MAJEURE EVENT: for the purposes of these regulations a force majeure event includes, but is not limited to, any or all of the following:</p> <ul style="list-style-type: none"> • Acts of God including flood, drought, earthquake, storm, cyclone, fire, explosion, epidemic; or • War; or • Terrorism; or

- Riot or civil disturbances; or
- Permanent injunction of any duly constituted court of competent jurisdiction; or
- Any fact, circumstance, matter, or thing beyond the reasonable control of TFA.

ANNEXURES

ANNEXURE A: Concussion Policy

Figure 3: Graded return to sport framework for Touch Football



Reference: Australian Concussion Guidelines, 2024

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