



## **SMOKE FREE POLICY**

## Smoke Free Policy

The Club recognises that passive smoking (inhaling second-hand smoke) is hazardous to health and that non-smokers should be protected from tobacco smoke. Passive smoking can lead to other serious illnesses such as bronchitis, lung cancer, cardiovascular disease, and chest illnesses in children. Accordingly the following policy has been developed by (name of club) to help protect people's health.

The move to go Smoke Free also complements the Club desires to create a healthy family friendly environment. The Club believes that such an environment and image will be advantageous in attracting new members and positively promoting the club in the community.

Legislation and the legal duty of care also provide reasons to have a Smoke Free club. Under common law the Club has a legal duty of care to ensure that employees, volunteers, players and officials are not exposed to potentially harmful situations.

The Occupational Health and Safety Act also stipulates that employees and working volunteers must have a safe environment to work in. Victorian Smoke Free dining legislation also states that enclosed dining areas must be Smoke Free.

### Who is affected by the policy

This policy applies to all members, administrators, officials, coaches, players and visitors of the Club.

### Designate Smoke Free Areas

The Club requires the following areas to be Smoke Free:

- Club and social rooms
- Administration and office areas
- Changing rooms
- Toilet blocks
- Indoor spectator viewing areas
- Playing areas
- Eating areas
- Grandstands and spectator viewing areas
- Near entries and exits of buildings, facilities, and the ground

### Behavioural Expectations

The Club recognises that role modelling can have a significant impact upon the junior members of the Club. Hence, the following individuals and groups are to refrain from smoking while they are acting in an official capacity for the club or while in club uniform:

- Coaches (when coaching or representing the club)
- Trainers (when training players or representing the club)
- Officials (when representing the club)



- Volunteers (when representing the club)
- Players (when in uniform and representing the club)

### **Non-Compliance Strategy**

The following five-step non-compliance strategy will be followed if anyone breaches the Smoke Free policy.

1. Assume that the person is unaware of the Smoke Free policy.
2. A staff member or club representative will approach the person breaching the policy and politely ask them to refrain from smoking and remind them about the Smoke Free policy.
3. If the offence continues, then the most senior staff member or most senior club representative will verbally warn them again and hand over a formally written letter that outlines the club's policy on smoking. The offending patron must also be made aware that if they don't stop smoking then they will be required to leave the club's facility. The club's management committee will sign off on the letter.
4. If the offence does continue then the patron will be escorted out of the facility by a senior Club representative.
5. Under no circumstances should the Club's Smoke Free policy be breached: No matter who the offender is.

### **Sale of Tobacco Products**

The Club bans the sale of tobacco products from its venues.

Appendix B – Ground Inspection Report



**YARRA JUNIOR FOOTBALL LEAGUE**

**Ground Inspection Report**

Date report completed: \_\_\_\_\_

Club: \_\_\_\_\_

Location: \_\_\_\_\_

YES	NO	
<b>Goal Area</b>		
<input type="checkbox"/>	<input type="checkbox"/>	Is the goal post padding present?
<input type="checkbox"/>	<input type="checkbox"/>	Is the padding: In good condition (at least 25mm thick)? Made from impact absorbing material? As supplied by Council
<input type="checkbox"/>	<input type="checkbox"/>	Are all goal and behind posts secure?
<b>Cricket Pitch Area</b>		
<input type="checkbox"/>	<input type="checkbox"/>	Is there sufficient soil covering the pitch?
<input type="checkbox"/>	<input type="checkbox"/>	Is synthetic covering for the pitch in good condition and appropriately secured?
<input type="checkbox"/>	<input type="checkbox"/>	Is there a smooth surface created by the grading of the pitch edge?
<input type="checkbox"/>	<input type="checkbox"/>	Is the turf wicket sufficiently watered to soften surface?
<input type="checkbox"/>	<input type="checkbox"/>	Does the turf have grass cover to soften the surface?
<b>Boundary Area</b>		
<input type="checkbox"/>	<input type="checkbox"/>	Is the boundary line at least three (3) metres from any fence?
<input type="checkbox"/>	<input type="checkbox"/>	Are all drains properly covered by grates?
<input type="checkbox"/>	<input type="checkbox"/>	Is there any wire or other material protruding from any fence?



Is there any wire or other material protruding from any signage?

Has appropriate material been used for all ground markings?

**Sprinklers**

Are any sprinkler heads protruding?

Are rubber protective covers in place on all sprinkler heads?

Has any potholes surrounding sprinklers be adequately filled?

**Playing Surface**

Have all potholes been adequately filled?

Are all drainage trenches adequately filled?

Is the surface even?

Is the surface clear of debris/garbage ie cans, rocks, bottles etc

Has the ground been prepared correctly for an Australian Rules football match / Yarra JFL requirements?

**General**

Are the rooms free of debris? (syringes, glass, rubbish, etc)

Are the weather conditions safe for the game to commence? (lightning, etc)

Are there any other factors which may be dangerous to the players?

I, the undersigned, have undertaken the above inspection prior to the first game being conducted at the playing venue.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

**A copy of the form must be completed for each home game and retained on file by the Club. The form must be provided upon the request of the Yarra Junior Football League if required.**

## Appendix C – Social Media Policy

### Introduction

All those who are part of the Park Orchards Ringwood North Parish Junior Football Club (The Club), be it player, parents, family, coaches or committee, have the right to benefit from the opportunities that exist from being members of our footballing community.

Club member should all behave within and outside the Club in a manner such that the image of the Club is not negatively affected or brought into disrepute.

The Club accepts that the use of Social Media can be an effective business and social tool and that such media is commonly used by the Club Members to express their views, comments, ideas and criticism on a whole range of issues.

### Purpose

The purpose of this policy is to set standards of behaviour for the use of Social Media that are consistent with the broader values and expectations of the community.

The Club expects those who are part of our Club Members, when using Social Media, to show courtesy and respect to others, including those within our Club and the wider community. Social Media should not be used to abuse others, expose them to offensive or inappropriate content or to denigrate or show disrespect for the Club.

### Definitions

Club Members – any player, parent, family member, committee member, coach, team assistant or representative.

Cyber Bullying – refers to the use of the Internet and related technologies to harm other people, in a deliberate, repeated, and hostile manner.

Social Media – refers to all social networking sites like Facebook, Twitter, LinkedIn, YouTube and MySpace.

### Rights and Responsibilities

Club Members are expected to show respect to others, including members of the wider footballing community. Club Members are also expected to pay due respect to the reputation and good name of the Club.

When using Social Media, Club Members are expected to ensure that they:

- Respect the rights and confidentiality of others
- Do not impersonate or falsely represent another person
- Do not bully, intimidate, abuse, harass or threaten others
- Do not make defamatory comments
- Do not use obscene or offensive language towards others
- Do not post content that is hateful, threatening, pornographic or incites violence against others
- Do not harm the reputation and good standing of the Club or those within our community
- Do not use excessive criticism to portray a person as socially, mentally, physically or intellectually inferior as a prohibited behaviour.



### **Breach of this Policy**

A breach of this policy may also involve a breach of other Club policies, such as:

- Coaches, Players and Parents Codes of Conduct
- Racial and Religious Tolerance Policy

Any breach of this policy will be considered by the President or a delegate such as the Secretary, Treasurer, Director of Football, and will be dealt with on a case by case basis.

All reports of Cyber Bullying and other technology misuses will be investigated fully and may result in a notification to Police or a Club imposed sanction.

### **Sanctions**

Sanctions may include, but are not limited to, suspension or expulsion from the Club.

Players must be aware that in certain circumstances where a crime has been committed, they may be subjected to a criminal investigation by Police over which the Club will have no control.

Parents who breach this policy may be asked to withdraw their child from the Club in cases which adversely reflect on Club.

The policy is available on the website at <http://www.sharksjfc.org.au/policies.aspx>.