



**WANNEROO JOONDALUP
TEE BALL CLUB**

CLUB BY-LAWS

(As at May 2018)

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DEFINITIONS:

In these By-Laws: "WJTBC" means Wanneroo Joondalup Tee Ball Club, "P&D Committee" means Protest and Disputes Committee.

"TBAWA" means Tee Ball Association of Western Australia. "Committee" means Committee of Management of WJTBC.

WJTBC BY-LAWS

1. GENERAL ADMINISTRATION

1.1 ALTERATION OF BY-LAWS

Alterations to the By-Laws may be made at a General Committee meeting or via electronic correspondence if so required due to time frame in between meetings. An affirmative vote more than 50% of the elected committee for the current season is required. Alterations can be made at any time during a season as required by the Committee or when a particular situation may arise.

1.2 MINUTES

Full and accurate minutes are to be kept of all Committee, Executive and Special meetings. Minutes are to be distributed to the committee members as soon as possible after the meeting. Only AGM minutes can be made public to general members.

1.3 CONFIDENTIALITY OF THE WJTBC RECORDS

No official information on players or parents may be divulged to persons for interests outside of running the WJTBC. In discarding records the documents must be destroyed to ensure continued confidentiality.

1.4 SUB-COMMITTEES

Pursuant to the WJTBC Constitution Serial 13.3.1, the following Sub-Committees are recommended as portfolios (they can be made up of one or more Committee members):

- Chief Coach
- Chief Umpire
- Sponsorships
- Uniforms
- Equipment
- Grounds
- Trophies
- Photos
- Newsletter
- Webmaster
- Junior Umpires
- Joey Ball Coordinator
- Recruitment
- Development Officer
- Protests and Disputes – See By-Law 1.7
- Social

Other sub-committees may be formed as required.

1.5 RECOMMENDATIONS

Sub-committees are to have the power to make **recommendations** to the Committee for endorsement. **Any post out material by any sub-committee member must be first approved by the Club Executive.**

1.6 SMS MESSAGING/ EMAILS

To facilitate the rapid deployment of messages across each of the Committee and send information to Coaches, Managers and Members, the Club has introduced a mobile SMS system which can be used by the Club Executive to send messages in bulk. Alternatively emails or phone can also be used between Committee members. Any **subject matter** that involves the Club must be cc'd to the President and/or the Secretary.

1.7 LIFE MEMBERSHIP

- Nominations for Life Membership must be made to the club Secretary at least 14 days prior to the AGM.
- The Nominee must be nominated and seconded by existing financial members of the Wanneroo Joondalup Tee Ball Club (WJTBC).
- The Nominee for Life membership must have given a minimum of 6 years continuous membership or service with the WJTBC, as either a committee member or a team volunteer (Coach, Manager or Umpire) unless exceptional circumstances can be cited (eg. Nominee has been involved in multiple areas of the club co-currently over a number of years)
- The Nominee must be a current Financial Member.
- Length of membership alone is not appropriate reasons for nomination.
- The Nomination must articulate the reasons why Life Membership is considered appropriate and where possible, specify examples of work or involvement which has significantly progressed the WJTBC should be cited.
- All Nominations are to be treated with the strictest of CONFIDENCE.
- Once having received nominations the WJTBC Executive Committee are to scrutinise all valid nominations, and present valid Nominations for consideration to the current Committee.
- A Nomination will be formally endorsed by a majority committee vote.
- The decision is final and if a nomination is not endorsed by the Committee an additional nomination could be submitted in future years.
- An Official Life Membership Badge will be presented at the following season launch.
- Life membership may be revoked for anyone who brings the club into disrepute.

In accordance with the WJTBC Constitution 5.3 it is not necessary to nominate a life membership each year and a maximum of four (4) nominations may be made in any one year.

1.8 MEMBERSHIP

Prior to registrations each season the committee shall assess the registration fees and any need to increase / reduce the amount.

From 2018 / 2019 all new memberships will include a 'WJ' cap.

(All memberships in 2017/18 will include a 'WJ' cap)

1.9 Protest and Disputes Committee

- 1.9.1 **All complaints must be in writing to the Secretary to be acknowledged and acted upon.**
Letters of complaint are to be photocopied and presented directly to the Chairperson of the P&D Committee.
- 1.9.2 The Chairperson of the P&D Committee shall be the WJTBC President.
- 1.9.3 The Chairperson will review the complaint with the relevant member of the P&D Committee, e.g. if a complaint against a coach then the Chairperson will review the matter with the Chief Coach. The P&D Committee is to consist of the WJTBC President (or his proxy), the Secretary, Chief Coach and Chief Umpire. Where there is a conflict of interest with any member of the Protest and Disputes Committee the member in conflict is to be replaced by a Vice President, or another member of the Executive Committee. The P&D Committee shall not enforce any penalty unless agreed unanimously by the General Committee **and** a proper and fair process has been carried out. (I.e. Parties in dispute had a change to put their point forward)
- 1.9.4 Both the author of the complaint and the person, against whom the complaint is levelled, **SHALL** submit their versions of events to the Chairperson. The P&D Committee may meet at a time which is suitable to discuss the issue. Both parties involved **MAY BE** called before the P&D Committee. P&D Committee decisions are to be reported in brief to the General Committee or minutes of the P&D Committee meeting tabled at the next Committee meeting.
- 1.9.5 The P&D Committee will evaluate both sides of the argument and reach a decision. This will be communicated to both parties in writing. (In writing may be by email also)
- 1.9.6 In the event that, during a tee ball game, any team official be found to be knowingly disregarding the principles of fair play (e.g. Non player rotation, bias or intimidation), the Disputes Sub Committee may at its discretion, and upon ratification by the General Committee, **adjust the**

result of the game and/or reallocate championship points to reflect what would have been a fairer outcome of the game in which the offence occurred.

- 1.9.7 Records are to be kept of all written complaints and of action taken. P&D Committee recommendations to the Committee are to stand, but may be subject to appeal to the Committee in writing.

1.10 COMMITTEE DRESS

All committee members are to wear WJTBC Club shirts and Caps, where appropriate. Where appropriate Club Shirts/Jackets to be worn to all the WJTBC official functions (i.e. Season Launch). Exceptions to this rule are as follows:

- A committee member may be requested to witness a Saturday game incognito; It is at the discretion of each committee member whether or not he or she wears the Club's shirt or jacket to general committee meetings or working bees.
- Club shirts/jackets are to be worn if hosting any clinics.
- President to decide if Club shirts are worn to events of a social nature (i.e. Sponsor evenings)
- TBAWA delegate may or may not wear the Club shirt/jacket to a TBAWA monthly meeting.
- A Committee member cannot use their worn committee shirt as leverage to sort out a dispute at the diamond.

1.11 DONATIONS

Upon written request, a once only donation of up to \$100 may be granted to WJTBC tee ballers who gain selection to play baseball or softball representing Western Australia in a National Competition whilst under 17yrs of age. A request must be put in writing to the WJTBC Secretary prior to the current season's AGM. The amount awarded will be at the committees discretion.

1.12 RETENTION OF ADMINISTRATION COSTS FROM REGISTRATION FEES

A fee determined by the Treasurer and ratified at a General Committee meeting is to be retained by the WJTBC on refund of registration fees. The charge is to cover administration costs and each situation is to be reviewed by the Treasurer for approval. (Current fee - \$10) **Refund of monies is only available to the date specified at the bottom of the registration form each season and ONLY as per Serial 6.3 and 6.4 of the WJTBC Constitution.**

Constitution wording:

6.3 Upon any person ceasing to be a member of the Club, due to circumstances beyond the control of the Club, (i.e. cannot be placed in a team), they may on the recommendation of the Committee, be entitled to the return of their subscription less the administration fee, by submitting a written request for a refund.

6.4 A resignation because of the dislike of the team, any members of such team, training venue, playing times or any rules that cannot be adhered to by the member, would deemed the member ineligible for a refund of the fees.

1.13 DONATIONS OF USED EQUIPMENT

From time to time, upon recommendation of the Equipment Coordinator and ratified by the Committee, tee ball equipment may be donated to schools or to other tee ball clubs just starting.

1.14 EXPIRED TEAM SHIRTS

Expired team shirts are to be disposed of or re-used in a following season (due to lack of new Sponsors) as recommended by the Uniform Coordinator.

1.15 CIRCUMSTANTIAL COMMITTEE POLICY

- 1.15.1 The committee shall reserve the right to appoint members in secondary Executive Committee positions, should the need arise. These include:- Vice President (2) – Assistant Secretary.
- 1.15.2 Upon joining the WJTBC committee, members will be asked to agree and sign a Committee Code of Conduct; failure to do so may result in your nomination for committee not being accepted.
- 1.15.3 Should any committee member participate in or express any intimidating or threatening behaviour whether at a general committee meeting, special meeting, AGM or at any other time towards other members of the club, the committee reserves the right to remove the said member from the meeting and exercise their right to immediately cease the committee position through a majority vote.

- 1.15.4 As in rule 25(2) of the WJTBC constitution, in order to nominate for a position on the Executive Committee at the AGM, the nominee must have served the preceding twelve months on either the General or Executive Committee. Any committee member who resigns, is suspended, or removed from the committee in that preceding year may need to complete their 12 months eligibility period on their return, before taking up an Executive role.

2. RECOGNITION OF GAMES PLAYED

2.1 PLAYING DIVISIONS STRUCTURE

- 2.1.1 The first season a child is eligible to play tee ball shall be the season which commences in the same 'school intake' as the child enters Pre-Primary. A 'school intake' being 1st July to 30 June (i.e. for the 2015/2016 season children born from July 1st 2009, were eligible to commence playing tee ball in the 6's divisions*).

**** Children who join the club at pre-primary age must start play at a 6's grade. Children that are in Kindy can join the 8 week Joey Ball program. No child is allowed to play up an age group within the Saturday competition.***

- 2.1.2 The club will provide the playing divisions as dictated by the number of teams and as the best possible combination to make a viable competition. Divisions will be mixed. Playing divisions will be approved by the General Committee based on the Registrar's recommendations based on player numbers.
- 2.1.3 All requests to play below an age group (based on medical grounds) are to be submitted in writing each year to the Registrar accompanied by documentary substantiation of the medical or other disabilities which have led to the request. No child will be allowed to play tee ball in a higher age group unless authorised by the parent(s)/guardian by a written and signed request, i.e. States; (except as provided at 2.2.6 or in exceptional circumstances to play in their school year, which will be decided by a majority vote of the full elected management Committee after an assessment by the chief coach of the player's ability)

2.2 CRITERIA FOR TEAM SORTING

2.2.1 Registration Forms

Registration forms to be used in the following manner when sorting players into Teams:

- In the case of a returning player requesting:
 - same Team as previous Year
 - play with school mates / friends
 - coached by same coach as previous year
 - school consideration
 - suburb consideration
- In the case of a new player:
 - play with school mates / friends
 - school consideration
 - suburb consideration
- **Or at the discretion of the Registrar based on numbers of players available.**

2.2.2 Number of players per Team

Teams in each division should have a maximum of 12 players. Where the team has less than 9 players, the team may borrow from the other team (See 2.2.7) providing there are more than 9 players in that team or Rule 2.2.6 may apply.

2.2.3 State Players

Due to the redistribution of players at the commencement of the season, a situation may exist where any one team may end up with a number of current State Players from the previous season if they have previously played together as a Saturday team. The teams' composition will be put together at the Registrar's discretion ensuring that each team does not comprise of more than 3 state players from the previous season. Where older age groups are merged in combined competitions, the Registrar may find the need for more than the maximum number of state players

to placed in each team, this shall be discussed with the management committee. (The idea is not to create super teams)

2.3 Game Accreditation and Team Numbers

2.3.1 Game Credits

The registrar will maintain a record of the number of games of tee-ball each child plays with the WJTBC. One credit (1) will be awarded per each one (1) hour game played for the WJTBC from the calendar of fixtures. (Except where Rule 2.2.5.1 applies)

2.3.2 Players selected to represent the WJTBC at the State Championships are to be credited with one credit for each game played. * Any child that has completed two full innings is deemed to have played a game (in case of Injury – See 2.2.3.1)

2.3.3 Players are awarded one credit for each game played at Club's State Championship teams' mini carnivals which are sanctioned by the WJTBC as official entered carnivals. Those State Teams wishing to enter other carnivals may do so at their own expense and **NO game credits will be awarded for these.**

2.2.3.1 At the said sanctioned Carnivals it is up to the Coach in consultation with the child's Parent and a member of the WJTBC committee (if available) to decide if a child is fit to play in case of illness or sickness. If the decision is made to allow the child to play to gain a game credit, the child needs to complete two full innings to receive the credit. However the child's **safety** is number one priority and the decision whether the child can play should not be taken lightly. Discussion points between all parties are to be written down in the appropriate score sheet and signed by Parent and Coach. Children who are injured prior to a game **WILL NOT participate in any further games until a clearance certificate (to be forwarded to the Chief Coach) is provided by a Doctor.**

2.2.4 All players that represent WJTBC in demonstration games approved by the Committee (such as TBAWA Supersquad) will be awarded one credit per game.

2.2.5 Players representing the Club at Lightning Carnivals (i.e. Yokine) are to be credited with one game for each half-hour game played.

2.2.5.1 Players who represented the Club at Lightning Carnivals and participate at the WJTBC intra Club carnival will **NOT** be awarded an extra game credit.

2.2.6 To assist a team to achieve nine players, during a Saturday or twilight game a child is permitted to play in a higher age group (*9's and up only*) subject to the following:

- a child may play in a higher age group in any one season for which the child will be given one credit for each game played;
- **no child can play up more than one age group.** (*1/12-13's are combined therefore are considered one group*)
- the child's safety is considered at all times;
- the Coach of the requesting team must get the Parent of the child playing up, **to sign*** the front of the game score sheet in the space provided. ***If a player plays up and the parent signature does not appear, then the game is forfeited 9 – Nil.**

****NO CHILD IS ALLOWED TO PLAY DOWN AN AGE GROUP TO ASSIST A TEAM ACHIEVE NINE PLAYERS****

2.2.7 Any team with ten or more players that plays a team with eight or less players is required to lend that team one or more players for that team to achieve nine players, whilst they still maintain nine players themselves. The criteria for selecting the player to be lent are as follows:-

- as each innings occurs, the last player on the batting line-up is to field for the team that has less than nine players;
- as each innings occurs, a child sitting on the bench is to bat for the team that has less than nine players.

2.2.8 If both teams have 8 players or less, the game can still be played without the Pitcher's or Centre Field (or both) positions not occupied. Forfeiting should **NOT** be an option unless discussed with a WJTBC Committee member.

2.2.9 If one team has less than 6 players and numbers cannot be made up from borrowing, then All players from both teams should be mixed up and play a friendly game. No score will result, but all participant players will still receive a game credit. Scores sheet should be marked as a friendly game with all participating players ticked off accordingly.

2.4 GAMES

All games are to be played at the designated time and place provided in the season's fixtures.

Teams must be in attendance in accordance with the fixtures or they will forfeit the game. (Refer to paragraph 2.3.2 for the rules of forfeiture.) A game shall be deemed legal where a minimum of **two innings per team** have been completed and a fully completed score sheet has been placed in the orange score box.

2.4.1 Cancellation of Games

A game may be cancelled where the following conditions prevail:-

- **Wet weather:** Game cancelled at the discretion of the President or Chief Coach/Chief Umpire;
- **Adverse ground conditions:** Game cancelled at the discretion of the Chief Coach in consultation with the Chief Umpire. (Adverse conditions – ground too wet, ground is damaged, etc.);

If adverse conditions exist, the Committee will attempt to relocate the bases to make the diamond safe and allow the game to commence. Games may be played without marked lines.

Games will be cancelled only as a last resort.

If any cancellations do occur due to any of the above conditions, the following will apply:

- Where no games have started or two full innings **have not** been completed, then the fixture will be rescheduled to a later date, as a **new game**.
- If games are cancelled after **two full innings** have been played, then the score will stand and will be deemed a game.

2.4.2 Forfeiture of Games

A game can be forfeited if, after 15 minutes from the scheduled start time, if:-

- A team is not in attendance;

OR

- **Does not wish** to participate in the game. (**Note: Must be discussed with Committee**)

The coach of the team present should locate the Chief Coach and Chief Umpire and have either complete the score sheet and sign it. Either Committee person will mark on the score sheet the players of the non-forfeiting team who are present and dressed ready to play. These players **ONLY** will be given a game credit and the score will be 9-0 in favour of the legal team.

Where both teams are:-

- Not in attendance 15 minutes from scheduled start time;

OR

- **do not wish** to participate in the game; (**Note: Must be discussed with Committee**), then the game result will be 0-0 and no game credits will be awarded to any player.

IF

- both have less than seven or less players per team (Rule 2.2.9 should apply);

The Club recommends that the coaches of each team should take all steps possible **to avoid forfeiting a game, thus negating a game credit to the players.** Coaches should communicate with each other either before the day or at the diamond and agree to modified rules for the day so as to allow play to commence amongst those players who are able or willing to play.

2.5 GAME MILESTONES CERTIFICATES AND MEDALS

2.5.1 In accordance with the Registrar's records as per By-Law 2.2 where a player reaches 50, 75, 100, 125, 150, 175 and 200 games, he/she will receive a Certificate for the games played. Hat badges and awards marking the milestones will be handed out the week following when the milestone was reached. Official Club certificates will be handed out at the Club's trophy presentation.

The 50 and 75 awards will be a laminated Club Certificate and the 100 and above certificates will be framed Certificates with a medallion.

Players who have previously played for other Tee Ball Clubs will also be entitled to certificates and medals upon confirmation sent to the WJTBC Registrar from their previous club showing a record of games played.

2.5.2 Presentation of medals (for 100 and above) at Trophy Day should be done by Life Members, WJTBC Patron or VIP guests, at the discretion of the WJTBC Executive.

2.6 GAME MERIT BADGES

2.5.1 The WJTBC will present a game merit badge to all players achieving the levels as described in By-Law 2.4. Badges are to be worn on hats/caps only, not on shirts.

2.5.2 Game badges issued for lost or destroyed badges to be charged to the recipient at a cost of two dollars (\$2.00) per badge.

2.7 HONOUR BOARD

Players receiving certificates for 100 games or more as presented in By-Law 2.4 will be included on the WJTBC Game Honour Board at the appropriate game achievement level.

3. PLAYERS' UNIFORMS

3.1 SATURDAY GAMES

All players shall wear the following uniform at Saturday games -

6's, 7's, 8's and 9's Division

- Grey pants
- Shirt as provided by WJTBC
- Choice of white hat or black 'WJ' cap and white socks which must cover the leg between the bottom of the pants and footwear.

NOTE: the white hats or black 'WJ' caps must be worn by all team members. The whole team must be the same.

10's and above

- Grey pants
- Shirt as provided by WJTBC
- Black cap and white socks which must cover the leg between the bottom of the pants and footwear.

Team Coaches and Managers may also wear matching Club hats as per the team, however this is not compulsory.

- Footwear as approved by the official rule book of the Tee Ball Association of W.A. **
- The flaps on the Clubs' white hats must be worn in such a manner as to protect the player's neck from sunburn throughout the duration of Saturday games and at Club representation games. **
- In the case of cold or wet weather. Players may wear a long sleeve top under their playing shirt. Jackets and jumpers over playing shirts must be removed before taking the diamond.

****Umpire to check each team at the start of the game and one (1) run will be deducted per every uniform infringement. If the infringement is corrected by the start of the second innings, then the points will not be deducted from the final score.**

NO JEWELLERY of any kind is to be worn during **Saturday games**. This includes earrings of any kind, fantasy jewellery of any kind, neck chains of any kind (except rule below), any rings (other than plain bands), bracelets / bands of any kind (except rule below), watches, Fitbit bands, or any hair clip/s (girls) that may cause injury to player/s during a game.

Exception to the above: Medic alert bracelets/neck chains may be worn, but must be taped.

Child WILL NOT PLAY if the jewellery rule above is not followed. Umpires need to check players before game starts.

3.2 HELMETS / CHEST PLATES – MAY CHANGE AS PER TBAWA

Helmets/ chest plates shall be worn by players, as follows:

- If representing WJTBC in a TBAWA competition - in accordance with the rule book of the TBAWA.
- During Saturday or twilight WJTBC competition games:

All Divisions

- Pitchers **WILL** wear a pitchers helmet with a face guard and a chest plate – **This is compulsory** (As per TBAWA rules)
- Helmets will be worn by all batters and catchers;
- Pitchers are NOT allowed to wear a hat or cap under the helmet, other helmets (without the face grill) may be worn over a hat/cap.

Additionally, where the Club deems appropriate above the requirements, helmets must be worn in consideration of duty of care to the children by the club, umpires and coaches. I.e. outfielders.

3.3 FACE GUARDS

No child shall be allowed to wear a helmet with a face guard or visor while fielding, except at pitcher.

3.4 UMPIRES AND TEAM COACHES

All umpires and coaches (including base coaches, managers and scorers) of games in all age groups **MUST WEAR ENCLOSED SHOES. (I.e. No thongs, sandals or open toe footwear)**

4. SAFETY BASES

The WJTBC uses white/orange or white/yellow safety bases at all 1st Base positions in the diamond for Club games. A player running from Home on a hit is deemed safe when that player has come in contact with the orange or yellow bag, before the ball is returned to the 1st baseperson. The player is deemed safe if he/she has come in contact with the yellow base and has not made an attempt to continue to second base. When preparing to run to second base, a player's foot must be touching the white half of the first base not the colour.

5. SELECTION OF TEAMS TO REPRESENT THE WJTBC

5.1 TBAWA LIGHTNING CARNIVAL

Eligible age groups to represent WJTBC are defined by TBAWA and normally consist of U7, U9, U10, U11, U12 and U13.

5.1.1 Team Selection

All eligible teams will have the opportunity to nominate themselves to play at the TBAWA Lightning Carnival (Yokine).

If no nominations are received, teams will be chosen by the Club Registrar and invited to participate at Yokine. Teams, of the selected divisions, at the top of the table at a time and date to be set by the Registrar (Normally after Game 3) will be invited to participate at Yokine. (Note: more than one team may be nominated, to prevent a bye at the Club Mini-Carnival)

5.1.2 Nomination Rules

If a team does not wish to participate, then the next available team will be asked to participate (pending on meeting age criteria), and so on.

If there is more self-nominated teams than required in a division, the committee reserves the right to place all team names into a draw, the teams to participate will then be selected at random.

5.2 STATE CHAMPIONSHIP TEAMS

5.2.1 Team Nominations

WJTBC will nominate teams to play States in the A, B or C divisions (pending on numbers). Final State grading is up to TBAWA criteria

5.2.2 Coach Selection

- Applications for the position of State Championship Team Coaches are to be opened and closed on dates determined by the Chief Coach;
- Applications are to be collated by the Chief Coach and forwarded to the Executive Committee;
- The short-listed applicants may be invited to address the Executive Committee in support of their application.
- The Executive Committee puts forward their recommendation to the general Committee.
- A secret vote is held by the Committee.
- Applicants are informed of the Committee's decision.

5.2.3 Player Selection

- All eligible Saturday players from the 8's division and above can nominate if they believe are capable of playing at State Championship level, however, WJTBC expects players to be well conversant with the rules of the game, **be able to achieve a minimum requirement set by the Club's Chief Coach**, and be prepared to commit the time and effort to all training and State events, the Club nominates for. ***(This includes Parent's commitment)***
- **Player's in the 7's division can try out ONLY on nomination from their Coach, who believes that the player can play at a U9's level. Parent's permission is also required.**
- A player selected by TBAWA to play at Super Squad level can automatically be selected to a WJTBC State Team. However, the player and parents must show the same commitments (time and effort) to the team otherwise they may forfeit their place in the team.
- Selection in each age group is to be completed by a formalised Try-outs system over one Sunday. The format of the try-outs will be determined by the Chief Coach.
- **A minimum requirement is required to be reached by all divisions. The minimum requirement for each division is determined by the Chief Coach and the safety of the child should be taken into account at all times. The Chief Coach may consult with the nominated State Coach or the player's Saturday team Coach for a final decision on a player's ability to participate at states.**
- Full statistics should be kept (by the Chief Coach) on all players to allow free and unbiased comparison of players.
- Players not able to attend the trial will need to put their bids in writing to the Chief Coach for consideration; however a strong reason is required.
- The Chief Coach may observe a player that missed a State trial, at their Saturday game following the trial weekend (if time permits). Placement in a state team is not guaranteed.
- **Having previously played at State Championship level does not guaranteed automatic inclusion in a team.**

5.2.4 State Teams Carnivals

- State Teams will attend two (2) Carnivals nominated by the Committee as official Carnivals with the objective of providing players with match experience prior to the State Championships. A game credit for every game played will be given to the players.
- Other Carnivals that Coaches would like to participate is at the discretion of the Teams to organise. No game credits will be allocated for these.
- All State TBAWA rules and other relevant WJTBC By-Laws will apply.

- Teams shall play a minimum of 9 players.
- Full State uniform is to be worn (if available), if not, then training uniforms and WJTBC hats are to be worn.
- Score sheets are to be provided and Team sheets shall be sent to the Club Registrar for game credits.

5.2.4.1 WJTBC Carnival

Those teams (9's and above only) that are not elected to participate in the TBAWA Yokine Carnival will participate in the WJTBC Carnival to be played during a normal Saturday morning during the season.

The format of the Carnival is determined by the number of teams. However each team will play three games for which game credits will be given as per serial 2.4.

A separate set of fixtures provided by the Registrar will be used. 6's, 7's and 8's will play their normal Saturday fixtures.

The 9's to 12-13's divisions will play an extra twilight game to compensate for the Carnival in order to achieve a 16 games season.

NOTE: Teams going to Yokine are not allowed to play in the WJTBC Carnival.

NOTE 2: Players "borrowed" (if any) to play in teams at Yokine and also playing in their team at the WJTBC Carnival will only get one set of credits only.

5.3 SUPER SQUAD

Squad members are to be selected as follows:

- Players are to be selected from State Championship representatives from the previous season. These players are to be nominated by the Chief Coach of that season and considered to be the strongest players in the Club. There are no restriction on nomination numbers.

5.4 TROPHIES AND SHIELDS

All trophies or shields won by teams representing the WJTBC at Carnivals are to be handed to the Trophy Co-ordinator at the next Committee meeting following the event. Winning Teams Perpetual Shields from Saturday competitions are to be handed to the Trophy Co-ordinator before the end of the Trophy Day.

- 5.4.1** Shields for Saturday competitions would be awarded to the overall winners of the **9's and higher divisions as determined by the Club**, pending a viable and fair competition was able to be achieved during the season.

Note: That the 6's to 8's divisions are developmental stages of the game. However, due to the State Championships, where nominated 8 year olds play at the U9 level, the 8's division progresses to the full rules, with full kit (i.e. batting helmets, etc.) and full diamonds, after Game 6 of the normal season.

6. UMPIRING POLICIES

The following Policies will apply to all levels of Umpiring within the WJTBC and must be adhered to:

1. All teams must have a minimum of 3 parents that can 'Plate Umpire' their games.
2. If a team does not have at least 3 Plate Umpires then that team shall nominate at least 3 parents to attend the Level 1 Umpiring Course. This course is free to WJTBC participants.
3. If any person completes the Level 2 Umpiring Course the Club expects them to help plate umpire games at State Championships in March.
4. If a person who has registered for the Level 1 umpiring course fails to attend without the required notice given to TBAWA, the club will pass the applicable no show fee charged on to the member.

6.1 UMPIRING ACCREDITATION (As per current TBAWA rules)

- 6.1.1 To fulfil the requirements of an accredited Plate Tee Ball Umpire, the following guidelines need to be met
- 6.1.2 Level 1 – (Plate and field) - Attendance at a Level 1 Umpiring Clinic run by TBAWA.
- 6.1.3 Level 1 Accredited Parents may not wear the green shirt, but **MUST** wear the green cap.
- 6.1.4 Level 2 – (To be able to Plate Umpire at States) – Completed a Level 1 Clinic (or show umpiring experience) and include:
 - Attendance theory training sessions – run by TBAWA
 - Satisfactory performance on a written test, and
 - Completing a practical assessment conducted by TBAWA umpires.
- 6.1.5 All Level 2 Umpires are to wear the yellow TBAWA shirt and cap.
- 6.1.6 Accredited umpires' hats (Lev 1 or 2) are not to be worn by either coaches or base coaches during their games unless officiating as an umpire.

6.2 JUNIOR UMPIRE PROGRAM POLICY

- 6.2.1 A junior umpire needs to be aged 11 or older.
- 6.2.2 If a team requires a Junior Umpire they **MUST** book one through the Junior Umpire Co-ordinator.
- 6.2.3 No child of a Coach or Manager shall umpire that game.
- 6.2.4 6's and 7's age divisions are able to access a Junior Umpire all season. (Pending on availability of Junior Umps)
- 6.2.5 All other age groups are only able to access a Junior Umpire up until Christmas.
- 6.2.6 Junior Umpires are only able to umpire age divisions that are at least 2 years younger than their own age.
- 6.2.7 Must complete a Level 1 Clinic before they umpire or a rules refresher via the video link within the TBAWA website – www.tbawa.org.au
- 6.2.8 Must do refresher every year before season starts – To be coordinated by Chief Umpire –
- 6.2.9 Must wear the green Level 1 umpire's shirt and cap.
- 6.2.10 Cannot umpire an age division of less than two years younger to their age.
- 6.2.11 i.e. – An 11 year old umpire can only umpire up to 9's
- 6.2.12 i.e. – A 13 year old can umpire up to 11's
- 6.2.13 **MUST be 15 years old to umpire 12/13's ****
- 6.2.14 ****Subject to experience – Must be accepted by the WJTBC Chief Umpire****
- 6.2.15 **BOOKINGS** to be coordinated through the Junior Umpire Coordinator the Wednesday night before the game
- 6.2.16 They are to be paid a fee per game (for plate umpiring only) as set by WJTBC Committee.
- 6.2.17 Cannot plate umpire a team if a sibling playing in that team is related to Junior Umpire.
- 6.2.18 **NO PRIVATE** arrangements are to be made without the authorisation of the WJTBC Committee. All requests are to be made in writing.
- 6.2.19 Umpires, 16 years old and above will not be paid a fee of any kind.
- 6.2.20 Teams not abiding by the policy above can lose points or game credits at the discretion of the WJTBC Committee.

7. GROUND CO-ORDINATOR/S (Saturday Games)

Committee personnel (black/orange shirt) are available to walk around the grounds at which Saturday fixtures are played. The Committee personnel are responsible for:

- * Ensuring that everyone is playing within the spirit of the game.
- * Ensure bases, tees are set up correctly by the coaches.
- * Answer any queries that Coaches, Umpires or any parents may have.
- * Report on ground condition to Committee.
- * Any other duty as deemed necessary for the smooth running of the games.

8. TRAINING GROUNDS

If teams want to use school oval for training, approval from the appropriate school or shire authority must be obtained for the use of their training grounds. The ground co-ordinator must be advised of the grounds being used by each team and the times of their use.

- Teams **MUST** train in their allocated ground – (This is an Insurance issue)
- No training is permitted on the Saturday playing diamonds unless authorised by the Club Ground Coordinator through the ground request form.
- Teams are not permitted to use either the batting box or in-field areas for Saturday morning pre-game warm ups.

9. PLAYER ROTATION

9.1 SATURDAY GAMES

To enhance the four "F's" of tee-ball, no player can:

- **field in the same position twice during a Saturday game;**
- **cannot field more than two times in a row in an infield position;**
- **cannot field more than three times in a row in an outfield position;**
- **cannot sit out two consecutive innings**

All players of the Saturday teams are to be given equal opportunity to play all positions during a season. Coaches please use the **rotation form** in the Manager's Folder. **There are different rotation rules for State Games.**

It should be brought to the attention of the Chief Coach if any player has a medical condition that may prevent the player from fielding in a particular position, for evaluation. Notwithstanding this, the rest of the team should be rotated as normal.

Committee members have the right to spot-check team rotations sheets during a Saturday game.

PENALTY – Coaches not found to be following the rules above may lose game points or game forfeiture.

9.2 CARNIVALS AND STATE CHAMPIONSHIPS

At TBAWA Carnivals (i.e. Yokine), - *The same rotation as per Saturday games do apply.*

At the State Championships, minimal rotation applies, however:

- No player should sit out two consecutive innings (*unless it happens through a change of game*)
- The IN/OUT/IN/OUT rotation should be avoided (*to give each player a fair go in the game*)
- State Coaches should discuss rotation guidelines with the Chief Coach.

10. INJURIES

In the event of an injury that requires medical attention, either during, before or after a game or training then the child must present a Doctor's certificate to be allowed to resume playing tee-ball. If the injury occurs outside of tee-ball then a Doctors certificate will also be required. A certificate from a Physiotherapist is not a Doctors certificate.

11. PARENT BEHAVIOUR

The WJTBC will not tolerate any behaviour which brings the game into disrepute. Parents are bound to proper behaviour as stated in the Parent Code of Conduct signed at the beginning of the season. However the following will also apply during any Tee Ball Game:

- **A parent who is the Coach (or acting as a Coach) of the team –**
 - is the **ONLY** person allowed to address the plate umpire
 - has full control of the team
 - **ONLY** one allowed to direct players on the field (unless an assistant coach is also available) – (others should **NOT** give directions)
- **A parent who is the Manager, Base Coach or Assistant to the team –**
 - will help the coach with the administration/running of the team
 - are to raise any queries through the Coach
 - are not to make any comments/remarks to umpires, other coaches, etc.
 - scorers are only there to score and also encourage players (again no direction to be given)
- **A parent who is the Plate or Field Umpire –**
 - will officiate to their best of their ability
 - be courteous at all times and if dispute arises due to a question by either coach, refer the matter to the WJTBC, after the game, verbally, followed by a written statement.
 - Courteously remind any parent (outside of the Coach) that voices their opinion, to either umpire, to please be quiet or they will be ejected from the ground.
 - If any situation that arises cannot be resolved, contact a Committee member immediately (even if it means stopping the game)
- **A parent who is at the game as a parent –**
 - **does not have the right to address the officials during a game**
 - you only give the children encouragement not direction (as this only confuses the player and may contradict what the coach wants to achieve)
 - may not make any disparaging remarks about another parent, child or family
 - may not force their authority (because they know better).

A PARENT MAY HAVE THEIR MEMBERSHIP TO THE CLUB CANCELLED IF THE RULES ARE NOT FOLLOWED.

NB: The points above are written from observations made and complaints received by the Committee. **THE WJTBC WILL NOT TOLERATE BAD BEHAVIOUR OR NON-COMPLIANCE TO THE RULES.**

12. DISCLAIMER

The Committee and members of the WJTBC make every effort to apply these rulings in an impartial manner. If the membership of the WJTBC has any cause for complaint, they are invited to submit their **complaint in writing to the Secretary** of the WJTBC for discussion.

At no point may individual members of the WJTBC be held responsible for the decisions of the WJTBC as an incorporated body.

Approved
General Committee WJTBC
10th April 2018