BUNDABERG TOUCH ASSOCIATION

Junior Representative

Player's Booklet

2026

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1. OVERVIEW

1.1 CONGRATULATIONS

Congratulations on your selection as a Bundaberg Touch Association Representative Player.

Being selected to represent your Association is something you should feel very proud of achieving.

Your selection carries with it **responsibility,** when you are both on and off the field. It is now up to you to be prepared to work to the best of your ability, not only for yourself, but also for your fellow team players, your Coaches and Manager.

It is important you have a **cooperative and positive attitude and approach**, both on and off the field of play. Any poor behaviour will have a bearing on your possible position in the team. There is more on this matter in section 2. If you have any questions on these matters, please ask your Manager.

*The fun, excitement and memories of your year as a Representative player will stay with you for many years. Your Representative career will only be as rewarding as **YOU** make it, so always aim to give your best and **enjoy yourself** whilst achieving it.*

This **Players Booklet** has been prepared to assist you with information that you need to be aware of. If you have any questions regarding this booklet, please ask you Team Manager or Bundaberg Touch Representative Coordinator for assistance.

2. PLAYERS CODE OF CONDUCT

This Code of Conduct applies to all individuals and entities involved with Touch Football Australia. The Core Code must be observed by all without exception.

- Operate within the rules and spirit of your sport, promoting fair play over winning at any cost.
- Encourage and support opportunities for people to learn appropriate behaviours and skills.
- Support opportunities for participation in all aspects of the sport.
- Treat each person as an individual.
- Display control and courtesy to all involved with the sport.
- Respect the rights and worth of every person regardless of their gender, ability, cultural background or religion.
- Respect the decisions of officials, coaches and administrators in the conduct of the sport.
- Wherever practical, avoid unaccompanied and unobserved one-on-one activity (when in a supervisory capacity or where a power imbalance will exist) with people under the age of 18 years.
- Adopt appropriate and responsible behaviour in all interactions.
- Adopt responsible behaviour in relation to alcohol and other drugs.
- Act with integrity and objectivity, and accept responsibility for your decisions and actions.
- Ensure your decisions and actions contribute to a safe environment.
- Ensure your decisions and actions contribute to a harassment free environment.
- Do not tolerate harmful or abusive behaviours.

☺ Remember that your actions will **ALWAYS** reflect an image that you will be remembered by.

☺ Following are some important rules for you to follow at **ALL** times:

2.1 TRAINING

- Foul or abusive language is NOT permitted.
- Pushing, shoving or hitting other players (even in joke) is NOT permitted.
- Always listen and don't talk when your Coach or Manager is speaking to the team.
- You are required to attend all training sessions unless you have a legitimate reason.

2.2 ON THE FIELD

- **Never** argue with the Referee/s.
- **Never** argue with your fellow team players.
- **Never** argue with opposition players.
- **Never** criticise your fellow team players.
- **Never** act on any advice/abuse from spectators.
- **Never** use foul or abusive language (or gestures) towards another player.

- ✓ **Always** obey the Referee's decision.
- ✓ **Always** listen to the advice or instructions from your Coach or Team Captain.
- ✓ **Always** encourage and be supportive of your fellow team players efforts.
- ✓ **Always** shake hands with your opposition after the game.
- ✓ **Always** play the game in a fair and sporting manner.

2.3 OFF THE FIELD

- **Never** argue with or criticise other players from your team or other team.
- **Never** use foul or abusive language or gestures, even if you think no one is around.
- **Never** criticise or make fun of any other player or person when watching other games.

- ✓ **Always** be polite and use good manners toward others.
- ✓ **Always** respect other people's personal belongings or property at all times.
- ✓ **Always** listen to the advice or instructions from your Coach, Assistant Coach, Manager.

REMEMBER: Even when you are at Association fixtures, you are still a Bundaberg Touch Representative Player and as such, you are expected to be on your *best behaviour* at all times.

Bad conduct or behaviour may result in your removal from the Representative Team. This may mean being sent home from Competitions at an extra expense to your parents/guardian.

3. DRESS REGULATIONS

Representative players and Officials are expected at all times, to be dressed in a presentable manner, whether travelling, training, attending games or even at Association fixtures. Each Team member shall be liable for the cost of any part of the uniform that is wilfully damaged, lost or otherwise not returned to the Manager at the conclusion of the carnival.

The following is a guide to the dress standards expected of you.

3.1 TRAINING

- All players are expected to be neat and tidy in appearance at all times.
- Training clothing should be practical and appropriate.
- **NO BARE FEET.**
- All jewellery including watches is NOT to be worn.

3.2 ON THE FIELD

- Only the Bundaberg Touch Approved Uniform is to be worn.
    - BTA Logo Shorts
    - BTA Logo Cap *(no other cap permitted)*
    - BTA Socks
    - BTA Player Shirt
- The same playing shirt number must be worn for the duration of the competition.
- Players participating in a game will wear no jewellery except those of a medical nature (permitted by tournament conditions).

3.3 OFF THE FIELD

- Bundaberg Touch Representative clothing must be of a tidy appearance.
- When in your Representative gear, you must always wear appropriate footwear.
- **NO BARE FEET.**

REMEMBER:- Always wear your Bundaberg Touch Representative gear correctly and with pride wherever you go.

4. PLAYING TIME

As a player, you will experience differences in what occurs in games. You should understand that, within the guidelines provided by Bundaberg Touch, coaches have the discretion to manage their team.

At the beginning of the tournament when determining player participation allocations, coaches will equitably allocate game time based on a number of considerations.

Many things will influence "Time on the field" from ability level, opposition, behaviour, fitness, recovery to injuries and the need to rest or an "Attack of nerves". Coaches are aware of these matters as well as the need to provide players with opportunity. At times these will be a difference in the ability and stages of development of players. These differences may have a bearing on how much time you spend on the field in some case.

The Coach makes the final decision about players game time. As a player, you are able to ask about your performance in a game and you are encouraged to do so.

5. PLAYING UNIFORM/EQUIPMENT

It is your responsibility to ensure your playing uniform/equipment is in a ready to use condition prior to training or games. Your training/game kit should include the following:

- ✓ Representative Uniform items
- ✓ Boots (NO metal tags)
- ✓ Water bottle
- ✓ Sunscreen
- ✓ Socks
- ✓ Roll of strapping tape
- ✓ Towel / Hand Towel
- ✓ Track suit or Rain Jacket (depending of season)
- ✓ Change of clothes

Note: Please ensure you mark all your uniform items with your name.

If you bring any valuables (money, watches etc) it is **YOUR** responsibility to look after them. Keep them secured in your bag, or perhaps ask your team Manager to hang on to them for you. You are however, ultimately responsible for your possessions.

6. ESSENTIALS

6.1 WATER

Ensure you DRINK ADEQUATE AMOUNTS OF WATER during training and competition, even if you're not playing (substitution); you still need to drink water.

6.2 SUNSCREEN

The Team Manger will make sunscreen available. Ensure you apply sunscreen several times a day throughout the duration of the event.

7 TEAM COACH

The Coach shall have control of the team on the field during training, warm up or in match play, and liaises with the Manager re: discipline, training, etc.

- ✓ Be responsible for:-
    - team training
    - team equipment
    - the conduct of the team on the field, during play and at training
- ✓ Decisions may have to be made by the Coach, at times, to ensure the best opportunities for the team as a whole. This includes matters such as the starting team, positions and substitutions/interchange for each game.
- ✓ After the event, submit a report to the BTA Representative Coordinator, if required include future recommendations.
- ✓ ***Abide by the Coach's Code of Conduct***
- ✓ Place the safety and welfare of the athletes above all else.
- ✓ Help each person (athlete, official etc) reach their potential - respect the talent, developmental stage and goals of each person and compliment and encourage with positive and supportive feedback.
- ✓ Any physical contact with a person should be appropriate to the situation and necessary for the person's skill development.
- ✓ Be honest and do not allow your qualifications to be misrepresented.

Your Coach is part of the team and is there to help **YOU**, the player, as much as possible. As a player, if you have a problem with anything concerning Representative training or games, **speak with your Manager** about it.

7.1 ASSISTANT TEAM COACH

- ✓ Assist the Coach at training and during games.
- ✓ Assist other officials in any way as required.
- ✓ ***Abide by the Coach's Code of Conduct***
    - ✓ Place the safety and welfare of the athletes above all else.
    - ✓ Help each person (athlete, official etc) reach their potential - respect the talent, developmental stage and goals of each person and compliment and encourage with positive and supportive feedback.
    - ✓ Any physical contact with a person should be appropriate to the situation and necessary for the person's skill development.
    - ✓ Be honest and do not allow your qualifications to be misrepresented.

8 TEAM MANAGER

- ✓ The Manager shall have complete control of the team; except when training, on the field or in match play, when the control passes to the Coach and be the liaison link for the Team.
- ✓ Inform the team of the standards set down by the Association – behaviour, punctuality, curfew, dress, discipline, etc.
- ✓ Liaise with the Coach re: team meetings, training, etc.
- ✓ Ensure that any injuries or illnesses are appropriately treated and recorded.
- ✓ Delegate duties to other officials as directed by necessity or practicality.
- ✓ Advise team members:-
    - event dates/game times
    - training times and venues
    - uniform requirements
    - Levy/Uniform payment requirements.
- ✓ Holding of First Aid equipment kit (provided by Bundaberg Touch).
- ✓ Recording of attendance to training and games.
- ✓ Supervising Team Fundraising arrangements.
- ✓ After the event, submit a report to the Representative Coordinator, if required, including recommendations.
- ✓ ***Abide by the Official's Code of Conduct***
    - ✓ Place the safety and welfare of the athletes above all else.
    - ✓ Be consistent and impartial when making decisions.
    - ✓ Address unsporting behaviour and promote respect for all people.

REMEMBER: Your Manager is as much part of the Team, as the Players themselves. Your Manager may require you to do things from time to time. It is your responsibility to do as you are asked promptly and with courtesy.

9 INJURY AND ILLNESS

9.1 INJURIES

Unfortunately, injuries may occur during the season. It is important to make your Team Coach and Manager aware of any injuries you may sustain during training or games as soon as possible. Even if the injury seems only minor, it is best to let them know so precautions can be taken to avoid making the injury worse.

Your Team Manager will complete an 'Accident Report Form' for any injuries sustained during training/games and contact will be made with your parents/guardian informing them of the injury. Your Coach and Manager have a duty of care for the team players and may suggest you take no further part in training or games due to the nature and extent of the injury. This duty of care extends to your wellbeing —meaning that you are required to look after yourself.

In some cases, a Doctor's/Physiotherapist's certificate of clearance may be requested before allowing you to continue with your representative sessions or games.

Parents are requested to inform the Coach and Manager, if their child sustains an injury elsewhere, that may hinder the players performance at representative sessions (eg Club fixtures, home etc).

Bundaberg Touch will supply a stocked First Aid kit for the Rep team which the Team Managers shall be responsible for.

9.2 ILLNESS / MEDICAL PROBLEMS

A Player Medical form will be distributed to you, requesting details of any illnesses or medical problems you may suffer from, that you feel your Manager and Coach should be aware of. The Team Manager will hold this form, for the duration of the Representative season.

Please alert your Manager or Coach immediately should an illness or medical problem become evident.

9.3 MEDICAL EXPENSES

Each player shall be fully liable for all costs of medical or hospital costs or any other costs reasonably incurred by the Manager in the exercise of their duties as Manager, or as a result of being injured or from any other cause whatsoever.

10. PLAYER FORMS / BIRTH CERTIFICATES

Several forms will need to be completed leading up to the Championships. A form will include sections on indemnity, Medical details, Code of Conduct and Player Acceptance of selection.

QTF Conditions of Entry *may* require Proof of Age (Birth Certificate, Passport, School Id, Drivers License). Players/Parents will be required to demonstrate proof of age if requested.

Generally, the appropriate forms will be provided by your Team Manager. You must ensure that these get back to the Team Manager by the due date given.

11. REPRESENTATIVE PLAYER FEES

All money to be finalised is accordance with the fee payment schedule to the Bundaberg Touch Treasurer.

11.1 COMPULSORY COSTS

This cost includes your Acceptance Fee (Set by Bundaberg Touch and is non refundable) on your selection in the Team. It is regarded as a deposit and will be taken from your total fees. The Representative Player fee covers association levies, marquee hire, referees, food, snacks etc.

11.2 UNIFORM COSTS

This cost pays for the purchase of the following: Polo Shirt, Playing Shorts, Socks, Cap etc. Costing may vary from year to year. A Uniform Order Form will be distributed once costs are confirmed.

12. FUNDRAISING

From the time players are selected, there are opportunities for team fundraising activities, to help offset costs associated with the team. Activities such as chocolate drives, car washes, raffles etc are typical activities that some teams undertake.

Team Managers are obliged to keep records and receipt all money received. Team Managers must seek approval to conduct fundraising activities through Bundaberg Touch.

13. PARENT/GUARDIAN CODE OF CONDUCT

Remember that your child participates in sport for their own enjoyment, not yours.

- ✓ Focus on your child's efforts and performance rather than winning or losing.
- ✓ Never ridicule or yell at your child and other children for making a mistake or losing a competition.
- ✓ Show appreciation for good performance and skilful plays by all players (including opposing players).
- ✓ Respect officials' decisions and teach children to do likewise.
- ✓ Do not physically or verbally abuse anyone associated with the sport (player, coach, referee etc).
- ✓ Respect the rights, dignity and worth of every person regardless of their gender, ability, cultural background or religion.
- ✓ Refrain from engaging in any behaviour that is in breach of Touch Football Australia Member Protection Policy
- ✓ ***Abide by the Parent/Guardian Code of Conduct***
    - ✓ encourage children to participate and have fun
    - ✓ provide a model of good sportsmanship for your child to copy
    - ✓ focus on the child's effort and performance rather than winning or losing
    - ✓ never ridicule or yell at a child for making a mistake or losing a competition

14. SPECTATOR'S CODE OF CONDUCT

In addition to Touch Football's Spectator's Code of Conduct, as a spectator you must meet the following requirements in regard to your conduct during any such activity or event:

- ✓ Applaud good performance and efforts from all players and teams.
- ✓ Congratulate all players on their performance regardless of the game's outcome.
- ✓ Respect the decisions of officials and teach young people to do the same.
- ✓ Never ridicule or scold a young player for making a mistake. Positive comments are motivational.
- ✓ Condemn the use of violence in any form, whether it is by other spectators, coaches, officials or players.
- ✓ Show respect for your team's opponents. Without them there would be no game.
- ✓ Encourage players to follow the rules and the officials' decisions.
- ✓ Do not use violence, harassment or abuse in any form (ie do not use foul language, sledge or harass players, coaches, officials or other spectators).
- ✓ Respect the rights, dignity and worth of every person regardless of their gender, ability, cultural background or religion.

15. SMOKING, ALCOHOL and DRUGS

There will be no smoking, consumption of alcohol or illegal use of drugs by team members.

16. CONSEQUENCES FOR A BREACH OF CODE OF CONDUCT AND PLAYER AGREEMENT

Bundaberg Touch Association Management Committee will immediately deal with any breaches of the Codes of Conduct of Bundaberg Touch, Queensland Touch Football and Touch Football Australia, Player Agreement and Representative Selection Policy/Manual by imposing appropriate sanctions, including but not limited to, removal from further participation within the program; notification of parents and being sent home at parents/guardian's expense. Bundaberg Touch Management Committee may impose further actions including but not limited to withdrawal from further participation in future Bundaberg Touch representative programs and events.

17. OTHER MATTERS

There are a number of other matters you need to be aware of. We have listed some of them for you.

17.1 WEATHER

You should be prepared for changes in weather so that you are always available for training and games. During changes in the seasons is when it is very possible that you will suffer from colds and flu. It is important that you look after yourself and behave sensibly to avoid exposure to colds.

The clothes you wear will be important. Make sure you have sufficient warm, dry clothing for each day in your kit to allow you to be dry and warm.

Remember that staying "hydrated" (drinking water all the time) is very important—even when the weather is cool.

17.2 FOOD

Lunch/snacks etc will be provided to you as part of your Bundaberg Touch levy. There will also be other food options on sale at the event.

17.3 LEAVING THE EVENT

All participating teams must remain in attendance for the duration of the championship including the Awards Ceremony unless approved by Bundaberg Touch.

Team		
	Name	**Contact Number**
Rep Coordinator		
Manager		
Coach		
Assistant Coach		
Team Members		
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
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13		
14		