



TOOWOOMBA HOCKEY ASSOCIATION INC.

BY-LAWS

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PREAMBLE to the BY-LAWS AND PLAYING RULES AND REGULATIONS

The By-Laws and Playing Rules and Regulations for the Toowoomba Hockey Association were reviewed in 2008 and again in 2009 by representatives of the Major Clubs of the Association in a spirit of co-operation and for the benefit of the game of Hockey in Toowoomba.

The Board of Director's formally adopted the review of the By-Laws and Playing Rules and Regulations on the 5th of May 2009.

The By-Laws and Playing Rules are intended to:

- Promote the playing of and enjoyment that players derive from participating in the Sport of Hockey at Toowoomba;
- Contribute to the social benefits that are derived from the playing of organised Hockey competitions; and
- Develop and maintain higher playing and umpiring standards of all who participate in programs of the association.

In recognition of the cooperative spirit in which the By-Laws and Playing Rules and Regulations, and acknowledging the co-operative spirit in which they were developed, all players, coaches, umpires and club officials involved in competitions organised by the Toowoomba Hockey Association accept that decisions made on the basis of these By-Laws and Playing Rules and Regulations are done so in the spirit of and the best interests of the Sport of Hockey.

The Toowoomba Hockey Committee has been established and entrusted by the Board of Directors to apply the By-Laws and Playing Rules and Regulations within the Toowoomba Hockey Association. The Toowoomba Hockey Committee's decision should always be in the best interests of the wider sport of Hockey in Toowoomba.

Definitions:

Queensland Representative:

- Queensland National League player
- Queensland senior player
- Queensland under 21 player
- Queensland under 18 player
- Queensland Country player
- Queensland Veterans player (for Veterans competition only)
- Umpire, Manager or Coach of the above

Australian Representative:

- Australian senior player
- Australian under 21 player
- Australian under 18 player
- Australian Country player
- Australian Veteran player (for Veterans competition only)
- Umpire, Manager or Coach of the above

Fixture Round – A grouping of games played between all teams within a particular division. The number of rounds per division will be determined by the number of teams nominated in each division.

Division – A particular grading of similar teams as established by the Toowoomba Hockey Committee e.g. first division, second division etc in terms of THA By-Law 3.1.

Premiership Competition – A competition conducted for each division as per section 4 of the THA By-Laws (premiership competition procedures)

Game – Played between two teams from within the same division in terms of playing rule and regulation 2.5.

Team – A group of players nominated by a major or minor club to participate in a particular division of the premiership competition in terms of THA By-Law 3.2.

New Player Registration (10.3) - A player who has not played in the previous season in the Toowoomba Hockey Association and will require a new player registration form. This player should be proposed and seconded by their respective clubs and sent to the Board of Directors for approval.

Player Renewal Registration (10.4) – A player who has played in the previous season in the Toowoomba Hockey Association and will require a renewal player registration form to be completed.

PART 1 AFFILIATION

1.1 CLUBS & SUB-ASSOCIATIONS

Member Clubs and Sub-Associations of the Association shall be the clubs and sub-associations located within the residential area of Toowoomba Hockey Association Inc. as identified by Hockey Queensland Inc. that are or that become affiliated with the Association.

1.2 EXISTING CLUBS

Pursuant to clause 4 of the Constitution of Toowoomba Hockey Association Inc the major clubs and any other clubs nominated for the season as at 1st January of the current year.

Major Clubs:

Northern Suburbs Hockey Club Inc.

Newtown Hockey Club Inc.

Past High Hockey Club Inc.

Rangeville Hockey Club Inc.

Red Lion Hockey Club Inc.

1.3 AFFILIATION APPLICATION

Any club or sub-Association making its first application for senior club affiliation with the Association shall forward the following, together with a letter of application addressed to the Association's Secretary:

1.3.1 The sum of \$250.00.

1.3.2 The name of the club.

1.3.3 A list of office bearers and officials, including each person's contact addresses and phone numbers.

1.3.4 The uniform proposed to be worn by its teams.

1.3.5 The number of teams and the grades that the club intends to begin with.

1.4 AFFILIATION ACCEPTANCE

A club or sub-Association shall become affiliated upon it being notified by the Association's Secretary that the Board of Directors has accepted its application. The club or sub-Association shall immediately be and becomes part of the Association and be liable for the payment of all fees and subscriptions payable under the Constitution and By-Laws of the Association and shall be subject to the THA Constitution, THA By-Laws and Playing Rules and Regulations.

1.5 NON-MEMBER CLUBS AND ASSOCIATIONS

The Board of Directors may, upon application, sanction the participation of teams in the Association's premiership competitions from outside of the Association's 'residential area.' Any team or teams so sanctioned must agree, as part of the application, to abide by the terms and conditions of the Association's Playing Rules and Regulations and By-Laws as relate to premiership competitions.

PART 2 ANNUAL, SUBSCRIPTION AND PLAYING FEES

2.1 TEAM AFFILIATION FEE

The Board of Directors may impose a team affiliation fee for each of the veterans, senior and junior teams that participate in premierships competitions during a season. The team affiliation fee, when applicable, shall be paid by the member club or sub-association.

Each team affiliation fee, when applicable, shall be paid either in full by the 15th of April or in instalments in accordance with the following:

- 1/3rd being due on or before the 30th of April;
- 1/3rd being due on or before the 31st of May; and
- 1/3rd being due on or before the 30th of June.

The amount of each team affiliation fee, when applicable, shall be established and notified in writing to all affiliated clubs by the Board of Directors prior to the commencement of the senior premierships competitions.

2.2 PLAYER REGISTRATION FEE

Each player registered to play in a premierships competition shall pay to the Association a player registration fee, which shall include the annual Hockey Queensland player registration fee and payment for the player's Hockey Queensland insurance.

The player's member club or sub-association will pay the player registration fee to the Association.

Each player registration fee shall be paid either in full by the 15th of April or in instalments in accordance with the following:

- 1/3rd being due on or before the 30th of April;
- 1/3rd being due on or before the 31st of May; and
- 1/3rd being due on or before the 30th of June.

The amount of the player registration fee will be established annually by the Board of Directors after Hockey Queensland has decided the level of its registration fees and insurance payments and prior to the commencement of senior premierships competitions.

The amount of player registration shall be established and notified in writing to all affiliated clubs by the Board of Directors prior to the commencement of the senior premierships competitions.

2.3 ASSOCIATION MEMBERSHIP FEE

Each player who is eighteen (18) years or older must apply to become an Ordinary Member of the Association and pay an annual Association membership fee. Membership shall be affected either on or before the first game of a premierships competition or the day of his/her turning eighteen (18).

The amount of Association Membership Fee shall be established and notified in writing to all affiliated clubs by the Board of Directors prior to the commencement of the senior premierships competitions.

2.4 ANNUAL FEE

The Board of Directors may impose an annual fee for each member club or sub-association to assist in funding either the hockey program or capital improvements to the hockey facilities. The Board of Directors of the Association shall forward details of the amount of such annual fee to each club and sub-association no later than fourteen (14) days following the date of adoption at a general meeting. The annual fee shall be paid in the manner determined by the Board of Directors.

2.5 PLAYING FIELD USAGE FEES

The Board of Directors may impose training and playing fees for the use of the grass and artificial playing fields that are part of the Toowoomba Hockey Centre Clyde Park.

These fees shall apply to each club and sub-association and to other bodies that use these facilities.

The amount of training and playing fees shall be established and publicised by the Board of Directors prior to the commencement of the senior premierships competitions.

Training fees shall be payable no later than fourteen (14) days following the issuance of invoices that shall be sent out on a bi-weekly basis.

Playing fees shall be payable no later than fourteen (14) days following the issuance of invoices that shall be sent out on a weekly basis.

2.6 FORFEITURE PAYMENTS

In the event of any team forfeiting a premiership competition match, the club concerned shall pay to the Association a forfeiture payment, which shall be an amount equal to the total cost of the hire of the field for that game.

The exception to the payment of a forfeiture payment shall be in the case of a 'Notified Forfeit' where a club advises the Club Glenvale Reception at least forty-eight (48) hours prior to the scheduled match that it will be unable to play the match for just cause. Under these just cause circumstances there will be no fees paid by either club. The Toowoomba Hockey Committee will determine whether the just cause is acceptable or unacceptable.

However, the 'Notified Forfeit' ruling will not apply to teams participating in the men's and women's first divisions. Teams forfeiting in the first divisions, notified or otherwise, will have a fine of \$250 imposed. All attempts must be made, in liaison with the Toowoomba Hockey Committee, to avoid such forfeits.

2.7 FEES IN ARREARS

2.7.1 Team Affiliation, Player Registration, Annual and Training and Playing Fees

In the case of any club failing to pay team affiliation fee, player registration fee, annual fee or training and playing fee being unpaid by the due date specified by the Board of Directors, the club will be deemed to have forfeited all matches won.

The forfeited matches will continue during the period that such fee remained unpaid.

The exception to this is if prior arrangements have been made with the General Manager for an extension of the time for payment.

2.7.2 Player Registration and Player Association Fees

In the case of any THA fees being unpaid by the due date specified by the Board of Directors, the player concerned shall be ineligible to participate in a premiership competition game.

PART 3 REGISTRATION

3.1 GRADING

Premiership Competitions will be conducted in divisions established by the Toowoomba Hockey Committee from amongst four playing groups, namely veterans, seniors, juniors and minkeys/modifieds.

3.1.1. Veterans

Veterans are defined as follows:

Men and women players must be turning 35 years of age during the current playing year.

When circumstances prohibit the Toowoomba Hockey Committee from running two (2) separate competitions due to insufficient player numbers, the Veterans competition will be a mixed competition.

3.1.2 Seniors

Seniors are defined as follows:

Men and women players competing in an open segregated sex competition, e.g. not restricted to age classification and no mixed gender teams.

Divisions in which senior premiership competitions are usually played are men's first division, men's second division, men's third division, men's fourth division, women's first division, women's second division, women's third division and women's fourth division.

The Toowoomba Hockey Committee may add to, alter or delete these divisions.

3.1.3 Juniors

Juniors are defined as follows:

Players shall only be eligible for junior championships if they have not attained the specified age before the year of the championship commencement, e.g. a player who turns 13 on or before the 31st December of the year prior to the championship is ineligible for an Under 13 championship, whilst players who turn 13 from 1st January onwards during the year of the championship shall be eligible.

Separate gender competitions are conducted for boys and girls in all age groups as specified by the Toowoomba Hockey Committee.

Divisions in which junior premiership competitions are played range from Under 11 to Under 18. The Toowoomba Hockey Committee, in determining the divisions that will be played in a particular season, will endeavour to prolong junior participation by alternating between even and odd years at its discretion.

A junior player may only play for their club in no more than two Senior fixtures during a fixture week. (A2 and A1, A3 and A2, A4 and A3)

3.1.4 Minkeys

A player who is over the age of four (4), and who has not reach the age of Seven (7) by the First of January of the current year is eligible for Minkeys.

3.1.5 Modifieds

A player who is over the age of seven (7), and who has not reach the age of Nine (9) by the First of January of the current year is eligible for Modifieds.

3.1.6 Under 11

A player who is over the age of seven (7), and who has not reach the age of Eleven (11) by the First of January of the current year is eligible for Under 11.

This will be played on a full-sized field under standard rules as a single sex competition.

Players who qualify for Modifieds may chose to play in the Under 11 competition, however they are not allowed to play in higher age divisions (e.g. Under 13) unless approved by the Grading Committee.

Modified players may act as a reserve for the Under 11 competition for a maximum of three games without incurring the payment of Junior competition fees.

3.1.7 Under 13

A player who has not reach the age of Thirteen (13) by the First of January of the current year is eligible for Under 13.

3.1.8 Junior Division – Under 17

Depending on the number of teams nominated there may be two divisions within this competition.

- Junior Division 1 (J1)
- Junior Division 2 (J2)

A player who is over the age of ELEVEN (11) and who has who has not reached the age of FIFTEEN (15) by the First of January of the current year is eligible for Junior Division - Under 17, with no restrictions.

A player who is over the age of FIFTEEN (15) and who has not reach the age of Seventeen (17) by the First of January of the current year may be eligible for Junior Division – Under 17; except:

- A player playing in the Senior Division 1 for their club may be evaluated by the Grading Committee to determine if they are eligible

A player may be evaluated by the Grading Committee to determine if they are eligible to play in the J2 competition.

A player registered in the J2 competition may act as a reserve for the J1 competition.

A player registered in the J1 competition may not act as a reserve for the J2 competition.

3.2 TEAM REGISTRATION

3.2.1 Team Nominations (10.1)

Each club shall, before the 1st March each year, give notice in writing to the Toowoomba Hockey Committee of the number of teams in specific divisions that it proposes to enter for premiership competitions in the playing year.

One (1) week into fixture rounds, each club will give notice in writing to the Toowoomba Hockey Committee of the exact number of teams in specific divisions that it will enter for premiership competitions in the playing year.

The club will also provide such information requested of it by the Toowoomba Hockey Committee.

No new teams may be accepted into premiership competitions after the first round, except where a bye exists.

Any games missed by a team due to the late entry of a new team, may be scheduled into the fixtures at the discretion of the Toowoomba Hockey Committee.

Any team withdrawn from the competition will surrender all Club championship points for that team.

3.2.2 Team Registration Forms

A 'Team Registration Form' (10.2) stating the name and date of birth of each player is to be completed for each team entered in a competition by a club. This form must be emailed to office@toowoombahockey.com.au prior to the first premiership competition game for the division in which that team will be participating.

3.2.3 Minimum Team Registration Numbers

a) First Division

A club having a first division team must have a minimum of eleven (11) players registered in that team at any time. If a player in a first division team is deregistered or downgraded for whatever reason, the club must up-grade a player to maintain the minimum of eleven (11) players.

b) Remaining Senior Divisions

All divisions other than first division must register a minimum of eleven (11) players with the exception of the lowest registered team which need only register such number as is required to take the field for a competition fixture or game.

Other than for the lowest registered team, if a player on a registered team is downgraded for whatever reason the club must upgrade a player to maintain the minimum of eleven (11) players.

3.2.4 Failure to Comply

The team in breach of any part of this section will be deemed not registered and will be penalised in accordance with THA By-Law 7.1.

3.3 PLAYER REGISTRATION

3.3.1 New/Renewal Player Registration

Any new/renewal player registered after the start of the season will be registered prior to the start of his/her first game. Registration will be affected on a New/Renewal Player Registration Form which will be completed by a club official and submitted to office@toowoombahockey.com.au.

The player, on his/her first day, will only be eligible to play in the division nominated and the division immediately higher.

3.3.2 Permitted Play in Higher Divisions – Senior

A senior player may play games in higher divisions than the division he/she is registered in PROVIDING the following conditions are not breached:

- a) The number of games played in the higher division shall at no stage through the year exceed the number of games played in the registered division on a week-to-week basis.
- b) In the situation where there is a lesser number of fixture games in the lower division (due to byes or grading games) the following concession will be permitted:

Players outside of the registered 11 who are registered in the division below will be allowed to play additional games in the higher division up to the difference in the number of games between the divisions.

Example 1: If there is a 15 game competition in division 2 and a 20 game competition in division 1, a player may play only five (5) additional games above what they have legitimately played in division 2 (i.e. If they play 11 games in division 2 the maximum that can be played in division 1 is 16 games.

At the end of the last round of fixtures players must not exceed more than the allowed additional games in the higher division. If this occurs they will be ineligible to play finals in the lower division.

- c) If he/she plays in a division higher than the division immediately above, a total of one (1) game is permitted to be played.

Explanation:

Sub-sections (a) and (b) above apply to the division structure of the club or sub-association with which the player is registered.

Example 1:

Condition (a) If a club or sub-association registers division 1 and division 2 then for a division 2 player, division 1 becomes the immediate grade higher.

Example 2:

Condition (a) If a club or sub-association registers divisions 1 and 3 then for a division 3 player, division 1 becomes the immediate division higher.

Condition (b) If divisions 1, 2 and 3 are registered by a club or sub-association, then for a division 3 player, second division has become the division immediately above and first division becomes the division higher than the division immediately above.

Condition (c) Special consideration may be given to a goal keeper on an ad-hoc basis.

3.3.3 Remedies for Breach of Conditions in THA By-Law 3.3.2

If THA By-Law 3.3.2 (b) is breached, the player is to be registered in the highest division played.

Explanation: If a division three (3) player plays in the first division team two (2) times, considering the club or sub-association has a registered division 2 team, then the player will be registered in the division 1 team.

3.3.4 Permitted Play in Higher Divisions – Junior and Minkey/Modified

- a) Minkey/Modified players may play in any Under 11 division of their own gender.
- b) A junior player may play in any number of games in junior divisions of his/her gender higher than his/her registered junior division.
- c) No junior player under the age of twelve (12) years as at January 1 of the current year may play in any senior division.
- d) A registered junior player who is twelve (12) years and older on the 1st January and is playing in a senior game will have the letters JNR appear beside his/her name on the team card.
- e) Subject to the provisions of paragraph (c) above, a junior player may play in any senior division without senior division registration until 30th June but is subject to clauses 3.3.3 and 3.4.2 and 5.1.6.
- f) A junior player may only play in any one senior team per division per weekly session of games until the final series, refer clause 5.1.6.
- g) A junior player may only play for their club in no more than two senior fixtures during a fixture week (A2 and A1, A3 and A2, A4 and A3).
- h) A junior player registered in a senior division is also deemed as a senior player and is subject to both the junior and senior rules respectfully.

3.3.5 Play in Lower Divisions – Senior and Junior

No player may play in a grade lower than that in which he/she is registered, unless granted permission by the Toowoomba Hockey Committee.

The possible exception to the above is for a club to apply in writing for a goal keeper to play in a lower division as a field player and cannot take any part as a goal keeper in this division. The player will only need to be registered in the higher division.

The final decision will be determined in consultation between the Toowoomba Hockey Committee and the Grading Committee.

3.3.6 Play in Additional Divisions – Veteran

Players eligible to play in the Veterans competition must be registered in the Veterans division. This player may also compete in another senior competition and must be registered in that senior division in accordance with the senior registration rules.

3.3.7 Play in teams in the same Division – Veterans, Senior and Junior

Where a club has more than one team in a division, a player may transfer between teams in accordance with the following:

- a) Can transfer to another team in the same division and stay with that team for the rest of the season.
- b) No transfers can occur after the 30th June.

3.3.8 Failure to Comply

The club in breach of any part of this section will cause the player's team to be deemed not registered and will be penalised in accordance with THA By-Law 7.1.

3.4 GRADING OF A TEAM OR PLAYER

3.4.1 A team or individual player may be changed to another grade by the Toowoomba Hockey Committee and Grading Committee if it is deemed that the change is in the best interest of Hockey. If the decision is made within eight (8) weeks prior to the finals, the Toowoomba Hockey Committee should make provision to allow the club in question to downgrade another player and consider adjusting the player eligibility requirements for the finals for the two (2) players in question.

3.4.2 A junior player may be allowed to compete in a lower age group if granted permission by the Toowoomba Hockey Committee in consultation with the Grading Committee. An official written application with all the relevant details must be submitted by the club to the Toowoomba Hockey Committee.

This decision may be reviewed at anytime by the Toowoomba Hockey Committee in conjunction with the Grading Committee. It is the responsibility of all team officials to raise any concerns they may have regarding a grading of a player through their club in writing. No changes may be made after 30th June prior to the finals series.

The Toowoomba Hockey Committee shall maintain a register of downgraded players and review these players, in conjunction with the Grading Committee (or his delegate), six (6) weeks after the original decision is made. At this time a decision will be made as to that player's eligibility or otherwise for that grade.

A junior player wishing to play in the senior divisions may be disallowed by the Toowoomba Hockey Committee in consultation with the Grading Committee to participate in a certain division. This decision will be based on, but not limited to, the issues listed below:

- Skill level of the player;
- Physical fitness of the player;
- The appropriate development of the player;
- The abilities of players registered in the grade.

3.4.3 Application for Downgrading and Upgrading

Application for downgrading or upgrading a player must be made on an Upgrade/Downgrade form. This form must be completed by a club official, signed by two (2) members of either the Toowoomba Hockey Committee or the Board of Directors, who must be from different clubs and not at the same club as the player in question and forwarded to the Toowoomba Hockey Committee as soon as possible.

The Toowoomba Hockey Committee will at its next meeting review the downgrade request and the relevant club will be notified of the decision. In the interim the player will be regarded as downgraded.

3.4.4 Restrictions on Downgrading

- a) No player can be downgraded six (6) or fewer weeks prior to the final series.
- b) A player can not be downgraded on a day when the team in which he/she is registered has a bye.
- c) A player can not play in a higher grade the same week he/she will play his/her first game in the lower grade.

3.4.5 Automatic Exclusion from First and Second Division and Third Division

Any player registered in a first, second or third division team who fails to play during a period of four (4) consecutive matches shall be automatically excluded from the registered playing eleven (11) for that team. In this situation his/her club must upgrade a player to maintain the required eleven (11).

The player who has been excluded from the original playing 11 must be downgraded in accordance to rule 3.4 if the club wishes to play him/her in a lower division.

3.4.6 Failure to Comply

The club in breach of any part of this section will cause the player's team to be deemed not registered and will be penalised in accordance with clause 7.1.

3.5 INTER-CLUB TRANSFERS/CLEARANCES

3.5.1 Club Player Transfer within the Toowoomba Hockey Association

A player transferring from one club to another, at the start of the season, must obtain a clearance in writing from his/her former club. A copy of the clearance must be passed onto the Toowoomba Hockey Committee before being eligible to play for the new club.

3.5.2 Player Transfer – Association

A player from another Association is granted a period of two (2) weeks before the required production of a clearance. A copy of the clearance must be passed onto the Toowoomba Hockey Committee before being eligible to play in the next round of games.

3.5.3 Player Transfer – Inter-Club

When a local player changes clubs during a season, there is a period of fourteen (14) days between his/her last game with the former club and his/her first game with the new club. A copy of this player's clearance must be in the hands of the Toowoomba Hockey Committee seven (7) days prior to his/her first game with the new club.

3.5.4 Failure to Comply

Refer to THA By-Law 7.1.

3.6 DUAL REGISTRATIONS

3.6.1 A player playing in the competition of a different association, in addition to the Toowoomba competition, must dual register in accordance with the rules of Hockey Queensland.

3.6.2 Failure to Comply

The penalties provided for in the rules of Hockey Queensland shall apply.

PART 4 PREMIERSHIP COMPETITION PROCEDURES

4.1 PREMIERSHIP COMPETITION DRAW

The Toowoomba Hockey Committee shall, as soon as is practical, draw up a premiership competition draw for each division.

4.2 CONDUCT OF PREMIERSHIPS

Veteran, senior and junior premiership competitions shall be conducted with all teams playing each other an equal number of times with the top four (4) teams qualifying for semi-finals. These teams shall be seeded according to the number of points gained through the season.

4.3 ALLOCATION OF PREMIERSHIP POINTS

4.3.1 Premiership Points

Premiership points shall be allocated as follows:

- For a cancelled/abandoned game 1 points to each team
- For a loss by forfeit or double forfeit 0 points
- For a win or a win by forfeit 3 points to the winning team
- For a drawn game 1 point to each team
- For a loss 0 points

4.3.2 Abandoned or Postponed games

The decision to postpone games due to inclement weather shall be made in accordance with the Toowoomba Hockey Association's Weather Policy (10.6). Should a decision to postpone games be made, the Chairman of the Toowoomba Hockey Committee and Club Presidents are to be informed and local radio stations informed.

Any request from a club or clubs (in the case of a mutual agreement) for the postponement of a game for reasons other than inclement weather, shall be made to the Toowoomba Hockey Committee as soon as practically possible and the Toowoomba Hockey Committee shall to the best of its ability attempt to reschedule the game to ensure compliance with rule 4.2.

In any junior games, if inclement weather or other similar situation forces the abandonment of a fixture game, if possible the matches will be re-scheduled, otherwise the game shall be called a draw and each team awarded one point as per THA By-Law 4.3.1.

In the case of senior games, any senior games unable to be played due to inclement weather shall be re-scheduled. If this is not possible the Toowoomba Hockey Committee will decide to abandon these games and each game shall be called a draw with each team being awarded one point as per THA By-Law 4.3.1.

The decision to reschedule a game or games, as well as the details of the re-scheduled game is to be made by the Toowoomba Hockey Committee at their next scheduled meeting after the postponement of the original games.

4.3.3 Teams Being Equal

In the event of two teams being equal, then the team with the higher goal difference shall be declared the higher seed. Goal difference shall be determined by the difference in the total number of goals scored for the team less the total number of goals scored against that team.

Any team receiving a forfeit shall be treated as having scored three (3) goals to nil (0). Any team giving a forfeit shall be treated as having lost the match three (3) goals to nil (0). In the event of a double forfeiture the goals scored by each team shall be nil (0).

Should two teams still be equal after goal differences, the higher seed will be decided by:

- The most number of wins;
- Then if still equal the most number of goals;
- Then if still equal the highest number of goals scored when the teams played each other during the season.

If the teams are still tied after the calculation above then the toss of coin shall decide the higher seed.

4.4 GAME QUALIFICATION

4.4.1 A player must spend a minimum of 15 minutes on the field to be credited with having played in a game in their registered division.

4.4.2 A forfeit or a notified forfeit game will be deemed as a game played for the registered players of the winning team only.

4.5 PRESIDENT'S CUP

The two teams in each junior and senior divisions, with the most premierships points from the first round of premierships competition games will play for the President's Cup. The Toowoomba Hockey Committee shall make arrangements for the games. In the case of a draw after normal playing time, the winner shall be the higher seeded team.

If the President's Cup is contested on a day dedicated to the President's Cup, participation in such games shall not be counted as a game played in determining eligibility for participation in finals.

4.6 CLUB CHAMPIONSHIP TROPHY

4.6.1 An amalgamation of all points for junior, senior and veterans premierships competition games shall be made at the end of the season, excluding all finals matches, to determine the club that is the winner of the club championship.

4.6.2 If two (2) clubs have joined to combine their players to form one team in a division, then the points awarded to the team are divided equally between the two (2) combining clubs. Combined teams are not eligible for any club championship points.

4.6.3 Reference THA By-Law 7.1.2.

PART 5 PREMIERSHIP RULES - FINALS

5.1 PLAYERS ELIGIBLE FOR FINALS

- 5.1.1** To be eligible to compete in the finals a player must have played in the division he/she is registered in at the time of the finals, a minimum of six (6) games.
- 5.1.2** Current Australian representatives (refer definitions) to be eligible to play in the finals series, they must play a minimum of four (4) fixture games in first division for their club.
- 5.1.3** Current Australian Veteran representatives (refer definitions) to be eligible to play in the finals series, they must play a minimum of five (5) fixture games in veterans division for their club.
- 5.1.4** Current Queensland representatives (refer definitions) to be eligible to play in the finals series, they must play a minimum of five (5) fixture games in the first division for their club.
- 5.1.6** Junior players not registered in a senior division are ineligible to play in the finals series in a senior team.
- 5.1.8** *Players who breach THA By-Law 3.3.2 will be ineligible to play in the final series in the lower division.*

5.2 SEMI-FINALS and GRAND FINAL

5.2.1 Semi-Finals

Two semi-finals shall be played.

The major semi-final shall be played between the number 1 seed and the number 2 seed.

The minor semi-final shall be played between the number 3 seed and the number 4 seed.

In the event of a drawn game the higher seed will be declared the winner and progress to the final.

Four or less team premierships:

One semi-final shall be played between the number two (2) seed and the number three (3) seed on the week of the preliminary final.

In the event of a drawn game the higher seed will be declared the winner and progress to the final.

The grand final will be between the winner of the semi final and the number one (1) seed.

5.2.2 Preliminary Final

The preliminary final shall be played between the losing team of the major semi-final and the winning team of the minor semi-final.

In the event of a drawn game the higher seed will be declared the winner and proceed to the grand final.

5.2.3 Grand Final

The grand final shall be played between the winning team of the major semi-final and the winning team of the preliminary final.

5.3 CONDUCT OF THE GRAND FINAL SERIES

5.3.1 Under 11 Junior Premiership

In the event of a draw at full time in the Under 11 premierships, no extra time shall be played and both teams shall be declared joint premiers.

5.3.2 From Under 13 and upwards and Senior Division Premierships

In the event of a draw at full time for the premiership competitions, extra time shall be played in a sudden-death drop off period.

Note 1: Once the umpire has awarded a goal in this period, the game will cease and the team that scores the goal will be declared premiers.

Note 2: Interchange may occur during the drop off periods.

The format of this sudden-death drop-off period shall be as follows:

- a) At the conclusion of the normal time there will be a break of five (5) minutes.
- b) The match will re-commence as per the first half of regular play and be conducted for ten (10) minutes with each team playing four (4) players less than the number of players on the field at the end of normal time.
- c) At the conclusion of the ten (10) minute period with no result achieved, the teams will change ends immediately.
- d) The match will re-commence as per the second half of regular play and be conducted for ten (10) minutes with each team reducing their number again by two (2) less players.
- e) In the event that no goal has been scored by the end of the drop off period, penalty strokes will be conducted to decide the winner. A 'golden stroke' will determine which team wins. The golden stroke occurs when both teams have taken an equal number of strokes and one team has more goals than the other.

The number of people taking the strokes and the proceedings will be in accordance with FIH rules.

5.3.3 Conduct of Games

Only grand finals shall allow for time outs for injuries, etc.

5.3.4 Abandoned or Cancelled Games

In the event inclement weather or a similar situation causes the postponement of any semi-final or preliminary final, the game will be re-scheduled by the Toowoomba Hockey Committee as soon as possible. In the event that the re-scheduled game has to be abandoned or cancelled due to inclement weather or a similar situation, the higher seeded team shall then be declared the winner.

In the event inclement weather or a similar situation causes the postponement of any grand final, the game will be re-scheduled by the Toowoomba Hockey Committee as soon as possible.

PART 6 TEMPORARY AND PERMANENT PLAYING SUSPENSIONS

6.1 RECORDING OF SUSPENSIONS

A record of all temporary and permanent suspensions given to players throughout the season will be maintained by the Toowoomba Hockey Committee.

6.2 RECEIPT OF A RED CARD

- 6.2.1** A red card issued to a player in any game officiated by the Toowoomba Hockey Association will be dealt with in accordance with this section of the THA By-Laws, this includes grading games.
- 6.2.2** When a player receives a red card, the umpire awarding such red card shall make a suitable notation on the team card stating the reason for the issuance of the card and include his/her printed name and signature next to that notation.
- 6.2.3** The Toowoomba Hockey Committee will bring the matter to the attention of the Chairman of the Judiciary Committee. In the Chairman's absence the matter is brought to the attention of his/her Deputy.
- 6.2.4** The Chairman of the Judiciary Committee or his/her Deputy will, within twelve (12) calendar days of the offence, convene a meeting of the Judiciary, which shall determine the penalty, if any, that shall apply.

The player CANNOT continue to play until such time as the Judiciary hearing is held.

The Toowoomba Hockey Board of Directors or the chairperson of the Toowoomba Hockey Committee may make a request to the Chairman of the Judiciary Committee to bring forward the meeting. Reasons for such a request must be given to the Chairman for his consideration and decision.

- 6.2.5** A red card for two progressive yellow cards should only be issued for subsequent similar offences that have previously earned temporary suspension during that particular game. A red card for progressive yellow cards shall result in the player being prohibited from continuing play in his/her match and shall be automatically referred to the Judiciary Committee.
- 6.2.6** A player, coach or manager receiving a red card shall immediately leave the surrounds of the playing fields and may not return until the following day.

6.3 RECEIPT OF A YELLOW CARD

- 6.3.1** When a player receives a yellow card, the umpire awarding such yellow card shall make a suitable notation on the team card stating the reason for the issuance of the card and affix his/her printed name and signature.

When a player accumulates three (3) yellow cards he/she will be automatically suspended from the next game in his registered team, the suspension commencing immediately after completion of the game in which they received their third yellow card.

In the event of their registered team having a bye during that period, the suspension is only completed after the player has missed a game played by his registered team.

Until such time as the suspension is served, the player is ineligible to play in any other game, in any division.

A player registered in teams in two different premierships, must miss a game for both teams and cannot resume playing until they have served their suspension in both teams.

For purposes of this clause progressive yellow cards will stand as two (2) yellow cards.

- 6.3.2** For any yellow cards received after the three (3) stated in clause 6.3.1 will result in the player attending a meeting conducted by the Judiciary Committee.
- 6.3.3** With reference to clause 6.3.2.

The Chairman of the Judiciary Committee or his/her Deputy will, within twelve (12) calendar days of the offence, convene a meeting of the Judiciary, which shall determine the penalty, if any, that shall apply.

The player CANNOT continue to play until such time as the Judiciary hearing is held.

The Toowoomba Hockey Board of Directors or the Chairperson of the Toowoomba Hockey Committee may make a request to the Chairman of the Judiciary Committee to bring upon the meeting. Reasons for such a request must be given to the Chairman for his consideration and decision.

6.4 SUSPENDED OR DISQUALIFIED PLAYER

Any team playing a player who has been suspended or disqualified will be penalised in accordance with clause 7.

PART 7 PENALTIES

7.1 PENALTIES

7.1.1 A breach of the registration requirements will deem the team as not registered, and the team will not be eligible to receive any premiership or club championship points from games played during such time.

In the event the unregistered team wins a game that has been played, the opposing team will have any points accredited to it for a loss or draw deducted, and receive the points for a win.

Refer to Sections 3.2, 3.3, 3.4 and 3.5.

7.1.2 Each member club or sub-association is responsible for providing umpires for fixtures. should a member club or association not allocate an individual (by name) who can realistically be expected to complete umpiring duties, as determined by the Toowoomba Hockey Committee, then that member club or association will be penalised \$50.00 for each occurrence.

If a senior player or junior player that has been allocated an umpiring duty by a member club or association does not perform their umpiring duties the players respective member club or association will receive a fine of \$50.00 and lose three (3) championship points.

If a member of the umpiring panel fails to notify the umpiring coordinator that he/she is unable to perform their umpiring duties, then the next time they umpire a fixture game they will not receive any of the stated benefits for umpiring such game.

7.1.3 A nominated senior umpire must be replaced by:

- a) A suitably experienced person, prearranged to perform the commitment or;
- b) A suitably experienced person who was organised to perform the commitment by the nominated umpire's club on the day.

PART 8 STANDING COMMITTEES

8.1 GENERAL COMMITTEES

There shall be four (4) standing committees, being the Toowoomba Hockey Committee, the Judiciary Committee, the Appeals Committee and the Code of Behaviour Committee as well as selection panels for each of the divisions established by the Board of Directors from amongst three (3) playing groups, namely veterans, seniors and juniors.

8.2 TOOWOOMBA HOCKEY COMMITTEE

8.2.1 Membership

The Toowoomba Hockey Committee shall consist of people who are interested in the advancement of hockey within the Toowoomba Hockey Association. It would be expected all nominated delegates would have significant and appropriate hockey experience.

The Toowoomba Hockey Committee shall consist of the following members:

- a) No more than ten (10) club delegates in total with no more than two delegates from any major club. Each major club delegate attending a meeting will have one vote.
- b) The Regional Coaching Director who will not have a vote.
- c) A technical/umpire coordinator who will not have a vote.
- d) A Chairperson appointed by the Board of Directors who shall have a vote.
- e) A Secretary may be appointed by the Board of Directors, in which event they will not have a vote.
- f) Voting by proxy is not permitted.

8.2.2 Method of Appointment

The Board of Directors shall make the appointment of the members of the Toowoomba Hockey Committee at a meeting held prior to the beginning of premiership competition matches.

For voting purposes, a quorum shall consist of half the duly elected committee plus one. In the event of an inequality of votes the Board of Directors will make the final decision.

8.2.3 Responsibilities

The Board of Directors shall be responsible for:

- a) The policy and rules of play of Toowoomba Hockey Association Inc.
- b) The goals, objectives and overall direction of Toowoomba Hockey Association Inc.
- c) All areas pertaining to financial matters with input yearly from the Toowoomba Hockey Committee as to desired expenditure for the hockey program and capital improvements.

The Toowoomba Hockey Committee, as an appointed committee of the Board of Directors, shall have the following responsibilities:

- a) In general, the organisation and playing of the sport of hockey in Toowoomba.
- b) The administration of the playing of the sport of hockey, its draw, the communication of the draw and advising the general community of game results.
- c) The coordination of all hockey tournaments, being state and national titles, International games, national games, inter-city competitions and any other hockey carnivals or games held in Toowoomba.
- d) Training, development and marketing of umpiring, including the selection of umpires, umpire rostering and the choosing of technical people for all games.

A technical/umpire coordinator is selected to implement program's developed by the committee to address matters stated above.

- e) The rostering of all volunteers for administration of the water-based surface.
- f) To hear and adjudicate on grievances pertaining to the sport of hockey, pursuant to the THA By-Laws and THA Constitution, with the exception of those grievances which are referred to the Judiciary Committee or Code of Conduct Committee pursuant to the THA By-Laws and Constitution.
- g) The approval of the selection of Toowoomba representative players of all levels within the rules set down by the Board of Directors prior to that team being announced for state titles, the team to include the Captain, Vice Captain and ages of all players at that time. These teams must be ratified by the Board of Directors.
- h) The appointment of coach's, selectors and managers for all Toowoomba representative teams. These appointments must be ratified by the Board of Directors.

Any member of the Toowoomba Hockey Committee shall abstain from voting if the person being nominated for the position of Coach, selector or manager is of his/her immediate family, his/her spouse and/or any other family member related by marriage; and further, he/she shall leave the meeting whilst that discussion is being decided.

- i) To liaise with the Regional Coaching Director with regard to the marketing and promotion of the sport of hockey.
- j) To work with the Regional Coaching Director for liaison and assistance to the Primary and Secondary Schools Association competitions.
- k) To liaise with the Regional Coaching Director with the co-ordination of all representative teams including their travel arrangements, collection of funds from players, informing managers of their responsibilities and all matters in relation to representative teams.
- l) To liaise with the Regional Coaching Director with regard to the coaching and training of elite players.
- m) To promote the growth and playing numbers of hockey.
- n) To develop and oversee a system for the allocation of points for the 'Best and Fairest' and 'Player of the Match' for all the A1 men's and women's matches and any other appropriate system for all veterans, senior and/or junior premierships competitions.
- o) To act at all times within the policy guidelines, rules, THA By-Laws and Constitution set by the Board of Directors of Toowoomba Hockey Association Inc.
- p) To seek direction from the Board of Directors for final determination on any and all matters which are presented that fall outside the wording and/or jurisdiction of the THA By-Laws and Playing Rules.

8.2.4 Authority to Take and Consider Protests

A protest relating to the Association's Playing Rules and Procedures may be made to the Toowoomba Hockey Committee by an Executive member of the protesting club, only if it is made in writing and filed within forty-eight (48) hours of the occurrence. Written protests need to be emailed to office@toowoombahockey.com.au, and then forwarded to the Toowoomba Hockey Committee.

The Toowoomba Hockey Committee must formally consider every protest filed with it according to procedures that it deems appropriate. The Toowoomba Hockey Committee shall have the power to:

- a) Dismiss the protest;
- b) Order a replay of a game in question;
- c) Order other appropriate relief.

8.3 JUDICIARY COMMITTEE

8.3.1 Membership

The Judiciary Committee shall be comprised of no less than three (3) persons and no more than five (5) persons, each of who shall not be a member of the Toowoomba Hockey Committee or the Board of Directors. Any sitting shall comprise three (3) members of the appointed committee.

The appointment of the members of the Judiciary Committee shall be made by the Board of Directors at a meeting held prior to the beginning of premierships competition matches.

The Judiciary Committee shall be under the control of a Chairman, who shall be elected by and from amongst the appointed members and who shall be responsible to the Board of Directors for the conduct of Judiciary Committee meetings in accordance with the By-Laws and the Constitution. In the absence of the Chairperson, one of the members of the Judiciary Committee (appointed at such meeting) shall act as Deputy Chairperson.

The Judiciary Committee will limit its jurisdiction to matters pertaining to the sport of hockey.

8.3.2 Scope of Authority

The Judiciary Committee may hear any charge of misconduct against any club, sub-association, team, player, umpire, parent, supporter or member that occurs within the field of play or within the area controlled by match officials and for misconduct that occurs involving the participants of any particular game up to and including one (1) hour after the conclusion of that game. Charges of misconduct that fall outside these parameters should be referred to the Code of Behaviour Committee.

The Judiciary Committee has the power to:

- a) Dismiss the charge;
- b) Impose a fine, or to admonish, suspend or disqualify any club, sub-association, team, player, umpire or member against whom the charges were laid;
- c) Impose any penalty that they believe is appropriate for the offence which has been committed. This can include, but is not limited to, suspension from playing or stipulating the performance of certain roles (e.g. umpiring) under the guidance of a nominated person;
- d) Direct any club, sub association, team, player, umpire or member to perform any specific roles or duties within the Toowoomba Hockey Association.

Apply a combination of the penalties mentioned above, if deemed appropriate.

Apply these penalties to any witness failing to attend a scheduled hearing without reasonable cause as the Judiciary Committee shall see fit.

8.3.3 Procedures

A charge of misconduct may be made to the Toowoomba Hockey Committee by the report of an umpire or by the report of a match director. Where a report of misconduct is made by the report of an umpire, it may either be in writing on the team card or by a written report. Where a Match Director or the Toowoomba Hockey Committee makes a report, it must be made in writing. The Toowoomba Hockey Committee must then refer the charge to the Judiciary. The Toowoomba Hockey Committee may also refer to the Judiciary issues reported to them that occur outside these parameters. However these reports can only be considered by the Toowoomba Hockey Committee if they are presented within 48 hours of the alleged event occurring. Events reported after this timeframe cannot be reported to the Judiciary.

The Board of Directors may also refer a matter to the Judiciary or to the Code of Behaviour Committee, at its discretion.

When such a report is received, the Chairman of the Judiciary or his/her Deputy shall, within twelve (12) calendar days of the advice being offered, hold a meeting of the Judiciary Committee which shall determine the penalty, if any, that shall apply.

Every reasonable effort shall be made to schedule the meeting before the player's next scheduled fixture match.

The Chairman of the Judiciary Committee shall;

- a) Notify the club or sub-association that it is the subject of the charge, or whose player or member is the subject of the charge of the time and place of the hearing, and
- b) Notify the umpire or person making the charge of the time and place of the hearing, and
- c) Notify all individuals the Judiciary Committee deems necessary of the time and place of the hearing.

If a person charged fails to appear before the Judiciary Committee at the appointed time without reasonable cause, he/she is suspended until such time as he/she appears before the Judiciary Committee.

If the Judiciary Committee is unable to meet for some good reason prior to the next Premiership Competition match, then the Chairman of the Judiciary Committee may at his discretion appoint some other time for the hearing of the charge. In that circumstance the club, sub-association, team, player, umpire or member against whom the charges were brought shall continue to participate in games until the hearing is held. With the exception of THA By-Law 6.2.4 and 6.2.5.

No member of the Judiciary Committee, other than the Chairman, shall adjudicate on any charge or sit on the Judiciary Committee when investigating any charge in respect of any game or incident involving the club with which he/she is associated or any member of this club.

A person charged will not be permitted to be present when other persons, including the umpire, give evidence.

The Judiciary Committee may entirely at its own discretion elect to hear any evidence from persons other than the person making the charge and the member being charged.

The Chairman of the Judiciary Committee shall notify representatives of the club, sub-association or team or player, umpire or member charged of the charge against it/him/her upon a first appearance before the Judiciary Committee.

The Chairman shall record in writing the findings of the Judiciary Committee and will notify these findings to the Toowoomba Hockey Committee within twenty-four (24) hours of the hearing. A copy of the report is also to be forwarded to the Board of Directors.

The Chairman of the Toowoomba Hockey Committee within twenty-four (24) hours of the findings of the Judiciary Committee will notify the following of the findings and the penalty imposed.

Notify: a) The representatives of the club, sub-association or team that is the subject of the charge or that which is the affiliated body whose member is the subject of the charge.

b) Match Director's of the relevant grade.

Any person required attending and answering any charge of misconduct or infringement of these By-Laws shall be allowed the right to have the President or Secretary of his/her club to accompany him/her and assist in his/her defence of such charge.

Any appeal against a decision of the Judiciary Committee must be made to the Appeals Committee in accordance with the By-Laws and Constitution of Toowoomba Hockey Association Inc.

8.4 APPEALS COMMITTEE

8.4.1 Membership

The Appeals Committee shall consider appeals from the Judiciary Committee and the Code of Behaviour Committee

The Appeals Committee shall be comprised of no less than three (3) persons and no more than five (5) persons, each of whom shall not be a member of the Toowoomba Hockey Committee or Board of Directors or Judiciary Committee. Any sitting shall comprise three (3) members of the appointed committee.

The appointment of the Appeals Committee shall be made by the Board of Directors at a meeting held prior to the beginning of Premiership Competition matches.

The Appeals Committee shall be under the control of a chairman who shall be elected by and from the appointed members. The chairman shall be responsible to the Board of Directors for the conduct of Appeals Committee meetings in accordance with the By-Laws and Constitution.

The Appeals Committee shall limit its jurisdiction to matters pertaining to the sport of Hockey in Toowoomba.

8.4.2 Scope of Authority – Appeals

The Appeals Committee shall hear appeals from any decision handed down by the Judiciary Committee or Code of Behaviour Committee in accordance with the provisions of these By-Laws.

A decision by the Appeals Committee shall be final.

8.4.3 Procedures

An appeal shall be made in writing and shall be accompanied by the sum of two hundred and fifty dollars (\$250.00). This appeal and fee must be in the hands of the THA General Manager no later than three (3) days following the date of a notification of a penalty imposed. The fee will be refunded only if the appeal is wholly successful.

Where an appeal has been lodged, the Chairperson of the Appeals Committee shall convene a meeting of the Appeals Committee to be held at such a time as is convenient under the circumstances.

An appeal made to the Appeals Committee shall be heard no later than seven (7) calendar days after lodgement of such appeal.

The Appeals Committee shall at its own discretion determine whether it will accept oral or written evidence from any person. Should the Appeals Committee decide not to accept any further oral or written evidence, then it shall determine the appeal on the basis of the matters contained in the written findings of the Judiciary Committee and upon the grounds raised in the appeal.

The Appeals Committee shall have the power to:

a) Dismiss the findings;

- b) Confirm the decision of the Judiciary Committee/Code of Behaviour Committee;
- c) Alter the severity of the sentence imposed by the Judiciary Committee/Code of Behaviour Committee

8.5 CODE OF BEHAVIOUR COMMITTEE

8.5.1 Membership

The Code of Behaviour Committee shall consist of the President of the Toowoomba Hockey Association, the Chairperson of the Toowoomba Hockey Committee and any Life Member of the Toowoomba Hockey Association.

8.5.2 Scope of Authority

The Code of Behaviour Committee may hear any charge of misconduct against any player, umpire, parent, supporter or member which breaches the Toowoomba Hockey Association Code of Behaviour, which is based on the principles outlined by the Australian Sports Commission (ASC). The Code of Behaviour Committee is restricted to addressing misconduct that occurs outside the field of play and which is not under the control of game officials. Misconduct that occurs within the field of play, including club and Association officials is the responsibility of the Judiciary Committee.

The Code of Behaviour Committee has the power to:

- a) Dismiss the charge;
- b) Admonish, suspend, or disqualify any club, sub-Association, team, player, umpire or member against whom the charges are laid;
- c) Impose any penalty that they believe is appropriate for the offence which has been committed. This can include, but is not limited to, suspension from playing or stipulating the performance of certain roles (e.g. umpiring) under the guidance of a nominated person.

A decision by the Code of Behaviour Committee is subject to the Appeals procedure set out in section 8.4.

8.5.3 Procedures

A charge of misconduct may be made to the Toowoomba Hockey Committee or the Board of Directors by a member of the Code of Behaviour monitoring panel or another member of the Association in writing within 48 hours of the alleged offence. The Board of Directors and/or Toowoomba Hockey Committee must then refer the charge to the Code of Behaviour Committee.

When a report is received the Code of Behaviour Committee shall, within twelve (12) calendar days of the advice being offered, hold a meeting of committee which shall determine the penalty, if any, that shall apply.

The President of the Toowoomba Hockey Association, as Chairperson of the Code of Behaviour Committee shall;

- a) Notify the club that it is the subject of the charge, or a member of their club is the subject of the charge and the time and place of the hearing, and
- b) Notify the relevant persons involved in the charge of the time and place of the hearing.

If a person fails to appear before the Code of Behaviour Committee at the appointed time without reasonable cause, he/she is suspended from the entire complex until such time as he/she appears before the Code of Behaviour Committee.

A person charged will not be permitted to be present when other persons give evidence.

The Code of Behaviour Committee may entirely at its own discretion elect to hear any evidence from persons other than the person making the charge and the member being charged.

The Chairperson of the Code of Behaviour Committee shall notify representatives of the club, sub-association or team or player, umpire or member charged of the charge against it/him/her upon a first appearance before the Judiciary Committee.

The Chairperson shall record in writing the findings of the Code of Behaviour Committee and will notify these findings to the Board of Directors within twenty-four (24) hours of the hearing. A copy of the report is also to be forwarded to the Toowoomba Hockey Committee.

The President of the Toowoomba Hockey Association shall within twenty-four (24) hours of the findings of the Code of Behaviour Committee notify the representatives of the club, sub-association or team that is the subject of the charge or that which is the affiliated body whose member is the subject of the charge of the findings and the penalty imposed.

8.6 GRADING COMMITTEE

8.6.1 Membership

The Grading Committee shall consist of a Convenor plus five (5) other persons, none of whom shall be from the same club.

The Convenor of the Grading Committee shall be the Regional Coaching Director, or in their absence, Junior Chairman of selectors, in their absence Senior Chairman of selectors.

Clubs shall put forward nominations for the Grading Committee and these must be approved by the Board of Directors in consultation with the Convenor.

A minimum of three members of the Grading Committee and the Convenor (or substitute) must be present for decisions to be made.

8.6.2 Scope of Authority

The Grading Committee shall be responsible for assessment and grading of players registered with the Toowoomba Hockey Association.

Duties of the Grading Committee shall include, but not be limited to:

- a) Assessment and grading of players wishing to play in a lower age division;
- b) Assessment and grading of players for the Junior Division competition who are playing in Senior Division 1
- c) Assessment and grading of players who are subject to a complaint from another club as to their ability to play in a lower division
- d) Assessment and grading of underage players wishing to play in a higher age group, Senior or veteran's grade.

8.6.3 Procedures

The recommendations of the Grading Committee shall be presented to the Hockey Committee for approval.

8.7 SELECTION PANELS – POLICIES AND PROCEDURES

8.7.1 Divisions

Selection panels shall exist for the purpose of selecting representative teams to compete in State titles for the junior, Senior and veterans divisions for which Queensland state titles are held.

8.7.2 Selection Policy

It shall be the responsibility of each selection panel to follow the policies of Toowoomba Hockey Association Inc. in regard to the selection of players for representative teams, as follows:

- a) The best available team is to be selected to represent Toowoomba Hockey Association Inc. at state titles.
- b) Representative squads/teams are to be selected on the basis of performances in premiership competition matches for relevant age groups.

8.7.3 Number of Teams to be Selected

As a matter of policy, at least one (1) representative team shall be sent to Junior, Senior and Veterans State Titles that are organised pursuant to Hockey Queensland rules.

Providing there are enough junior or senior players of a representative standard who are available, two teams may be sent to Junior and Senior State Titles. In regard to availability of junior players, these players should be principally from within the age division for which a particular State Title is being held.

8.7.4 Selection of U/11 Players to U/13 State Championships

Any player under the age of ten (10) at the time of State Titles shall not be considered eligible for selection to representative teams for Under 13 or higher State Titles. Any player still eligible for the Under 11 division shall only be selected in a higher age group after the agreement of the Regional Coaching Director on his/her mental and physical ability to handle the higher age group competition. His assessment will include discussion with the child's parents, other coaches and the Selection Panel.

8.7.5 Composition and Appointment

All Selection Panels shall contain three (3) people including a convenor who shall be appointed by the Toowoomba Hockey Committee with consideration to advice from the Regional Coaching Director for a period of two years.

For all divisions except Veterans, the three (3) persons appointed to a Selection Panel will be the Coach for the representative team, the Regional Coaching Director and the Convenor.

For Veterans Division the three (3) person panel will consist of persons appointed by the Toowoomba Hockey Committee.

Each Selection Panel shall have a Convenor, who shall be appointed by the Toowoomba Hockey Committee, who shall have a deliberative vote plus a casting vote in the event of a voting deadlock.

The Senior Convenor will serve on each selection panel in the Senior Divisions and the Junior Convenor will serve on each selection panel in the Junior Divisions.

Each selector must be available to watch a majority of Premiership Competition games for the relevant division group.

Any selector shall abstain from voting, at the request of one (1) or more members of the Selection Panel, if the player to be selected is of his/her immediate family, a spouse or any other family member, related by marriage. The aforementioned Selector will leave the meeting whilst that discussion is being decided.

8.7.6 Responsibilities and Guidelines for Association Coaches, Managers and Selectors

“Responsibilities and Guidelines for all Association Coaches, Managers and Selectors”, which is contained as Appendix H of these By-Laws, shall apply to all persons who are appointed as coaches, managers and selectors of representative teams.

8.7.7 Selection of Team Members

Each representative team for State Titles must be submitted to the Regional Coaching Director for approval by the Toowoomba Hockey Committee at a meeting that occurs at least six (6) weeks prior to the start of the relevant State Title. A copy of the list shall be forwarded to the Board of Directors for ratification.

When selected a team must be listed in the order of Captain, Vice Captain, the remaining players in alphabetical order and a document evidencing the Team shall be signed by all selectors.

Under special circumstances a replacement player may be chosen after the representative team is selected. The decision to replace a player must be made by the Regional Coaching Director on the basis of special circumstances will include injury, medical and personal reasons.

8.7.8 Report to Toowoomba Hockey Committee

Each Convenor shall present a written report to the Toowoomba Hockey Committee within one month of the last game played by the team for which he/she had responsibility. A copy of the report shall be forwarded to the Board of Directors.

The report shall contain the following information:

- a) Results of the team, its success or otherwise.
- b) State or higher honour representation of the players.
- c) A listing of the players selected.
- d) Any problems on the selection panel with recommendations for improvements in the selection process.
- e) Recommendations on any matter pertaining to the success, development or selection of the team.

8.7.9 Policies in Regard to Representative Teams

- a) Transportation to, and accommodation at, state titles should be arranged on the most efficient and cost effective basis from the standpoint of players, parents of players and the Association.
- b) Save for situations as are described below, players selected to representative teams shall be responsible for meeting the full cost of their participation at State Titles which shall be received in full by the Association prior to the time of departure for the State Titles.
- c) All junior and senior representative players attending representative carnivals and state titles shall have paid the costs of their participation prior to the time of departure from the Toowoomba Hockey Association clubhouse.

8.7.10 Report to Board of Directors

At the conclusion of the season the Toowoomba Hockey Committee shall provide a report to the Board of Directors on all areas of coaching, managing and selection of representative teams.

PART 9 AMENDMENTS OF BY-LAWS

9.1 HOW AMENDED OR ALTERED

Pursuant to Section 26 of the THA Constitution, these by-laws may be extended, amended, altered or repealed in whole or in part at a General Meeting or a meeting of the Board of Directors upon a motion being carried by a majority of voting members present and entitled to vote.

9.2 NOTICE OF MOTION

9.2.1 Time for Consideration

Notice of any motion to amend or alter these by-laws, together with the name of the proposer and seconder, shall be given in writing to the General Manager not less than two (2) weeks before the Meeting at which it is proposed to address the motion.

9.2.2 Giving of Notice

The Secretary shall give notice as follows and shall set out in such notice a copy of the proposed motion.

In the case of a General Meeting, not less than seven (7) days notice to the President of each member club or sub-Association.

In the case of a Meeting of the Board of Directors, not less than three (3) days notice to each Member.

9.2.3 Change in THA By-Laws

Upon the motion being moved, the President shall allow any amendment or amendments of such motion to be discussed and put to the vote provided that every such amendment shall be relevant to the subject matter of the motion, and shall be of such a nature that, in the opinion of the President, it shall be within the intent and scope of the manner prescribed in the notice of motion.

PART 10 DOCUMENTATION

10.1 TEAM NOMINATION FORM

10.2 TEAM REGISTRATION FORM

10.3 NEW PLAYER REGISTRATION FORM

10.4 RENEWAL PLAYER REGISTRATION FORM

10.5 UPGRADE/DOWNGRADE FORM

10.6 WEATHER POLICY