

Compulsory Compliance for Clubs to Complete

**NB this list is designed to highlight key compliance items for Clubs but may not be exhaustive*

What	Who	Why / Where / Details	By When
Club Participation Agreements	All Clubs	<ul style="list-style-type: none"> All Clubs must sign and return their Club Participation Agreement to their League Administrator before Round 1 	Due by 5pm 17 July 2020
Foundation Coaching Course (level 1)	All coaches	<ul style="list-style-type: none"> All coaches (junior, youth or senior) are required to have a minimum Foundation Coaching Course accreditation The Foundation Coaching Course is a 60min online course, \$55 per coach and can be completed at any time From 31/8/20 team sheets cannot be entered without an accredited coach AFL Sydney Premier Division Coaches must be Level 2 Coaches 	If a coach does not already have this qualification or higher, it is expected they will complete by Round 1, and will be enforced from 5pm 31 August via Team Sheets
COVID Safety Officer	Minimum of one per Club	<ul style="list-style-type: none"> All Clubs must have a minimum of one COVID Safety Officer who has completed the free 20min Australian Government Infection Control Training Course Email your Clubs COVID Safety Officer's name, email, mobile and completion certificate to your League Administrator 	ASAP - prior to any training or matches taking place
First Aid Course	Clubs are required to have a minimum of one First Aid qualified person at each Auskick-u12's match	<ul style="list-style-type: none"> At all matches from under 12's down, a minimum of one person must have a First Aid course Alternatively, one person may have either an ERC or Sports Trainer qualifications below 	Complete by Round 1

Emergency Response Coordinator (ERC) or Level 1 Sports Trainer	All U13 to senior matches require an ERC (other than AFL Sydney Premier Division + AFL Riverina senior matches which require Level 1 Sports Trainer)	<ul style="list-style-type: none"> All matches from u13's and over require a minimum of one person to have the Emergency Response Coordinator (ERC) accreditation in attendance 	ERC Courses 6-9pm, Sunday 26 July 6-9pm, Monday 27 July
Ground Manager	Clubs are required to appoint a Ground Manager for each home match	<ul style="list-style-type: none"> A reminder that the home team must provide a Ground Manager for each match No official accreditation is required prior Recommend prospective Ground Managers attend an education webinar, click here for more information 	Each home match
Integrity / Member Protection Information Officer	One per Club	<ul style="list-style-type: none"> Clubs must appoint and notify their league administrator of their Integrity/Member Protection Information Officer (dual role) name, email address and mobile number. Key responsibilities include ensuring all coaches and volunteers specified below have valid Working with Children Checks and the Club has an accurate register of this information. 	By Round 1
Working with Children Checks (WWCC)	All coaches, managers, other personnel engaged by the club, some volunteers, click here for further information on who is required to have a WWCC	<ul style="list-style-type: none"> All coaches, managers and other personnel engaged by the club on an ongoing basis are required to hold a valid WWCC, as are volunteers in other roles upon request from the Club. Specifically, Clubs should also consider a WWCC for any volunteer who is not a parent of a participating child. Clubs must maintain up to date records and be able to provide these to AFL NSW/ACT upon request. 	ASAP - coaches / manager / other personnel / required volunteers should provide their WWCC prior to involvement
Marsh Insurance Certificate of Currency	One per Club	<ul style="list-style-type: none"> To unlock your club's Certificate of Currency you must go to the Marsh Insurance website complete the annual registration requirements and the Marsh Online Risk Management Module - this document may also need to be provided to organisations such as Council or Venue Hire. 	ASAP - prior to any training or matches taking place

Other Optional (But Recommended) Education for Clubs

Education Course	Who	Details	Date
Concussion in Sport Webinar	Marsh Insurance	<ul style="list-style-type: none"> Hear from leading sports lawyer Dr Alexandra Veuthey, a global thought leader in concussion research and author, who will share her leading PHD research from her time at Melbourne Law School. Click here to register 	5:00pm - 6:00pm Thursday 30 July, 2020
Member Protection Information Officer Webinar	The Office of Sport	<ul style="list-style-type: none"> Click here for more information and for registration details for these free webinars 	Multiple options between 14 July and 29 July 2020
COVID Webinars	COVID Safety Officers / Presidents	<ul style="list-style-type: none"> Webinar explaining the protocols for small group training and return to contact training, competition and NAB AFL Auskick 	Recorded Webinar available to view anytime
Footyweb Webinar	Registrars / Team Managers	Registrations, transfers, user management, duplicate records, amending team sheets, score entry	Recorded Webinar available to view anytime
Ground Manager Webinar	Existing and prospective Ground Managers	All aspects of the Ground Manager role including match day checklist, By-laws, crowd management and Code of Conduct, player safety, etc.	2-4pm. Saturday 11 July 7-9pm. Monday 13 July 7-9pm. Thursday 16 July