



# Caboolture Touch Association

## By-Laws

Approved at the Committee Meeting held on 25/06/2025





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### **1.0 Application of These By-Laws**

- 1.1** These By-Laws apply to all players, managers, coaches, referees, volunteers and spectators of Caboolture Touch Association (the Association).
- 1.2** These By-Laws are to be read in conjunction with the current Caboolture Sports Club Limited (CSC) By-Laws and Constitution. Where a conflict exists between the Associations By-Laws and the CSCs' By-Laws, the CSC By-Laws prevail.



## 2. **Competition**

- 2.0 The Association will offer several team Divisions dependent on the number of nominations received. For example, Men's, Women's, Mixed.
- 2.1 Within each Division, teams will be placed into Grades dependent on the number of nominations received. For example, A, B, C Grades.
- 2.2 The competition will commence on the dates for each Season as decided by the Committee.
- 2.3 Registrations will be completed via My Sideline by all players, coaches and referees participating in the Associations competitions.
- 2.4 A Junior Competition will be played on a Monday Night for players aged 5 – 16 years old.
- 2.5 Game times for the Junior Competition will generally be 5.00pm, 6.00pm and 7.00pm
- 2.6 A Senior Competition will be played on a Tuesday night for the Mixed Division and Thursday night for the Women's and Men's Divisions.
- 2.7 Game times for the Senior Competition will generally be 6.30pm, 7.20pm and 8.10pm.
- 2.8 The starting times for the Junior and Senior fixtures will be determined by the Committee and based on the needs of the competition.
- 2.9 Premiership Points will be awarded in the following manner:
  - WIN: 3 points
  - DRAW: 2 points
  - BYE: 3 points
  - LOSS: 1 point
  - FORFEIT: 3 points

## 3. **Fees**

- 3.0 To be considered a Registered Financial Member, all players **MUST** pay their fees.
- 3.1 All players must pay the registration fee set by the Association. This fee will be reviewed and endorsed by the Committee prior to the commencement of each new Financial Year.
- 3.2 All players must pay the Queensland Touch Football (QTF) and Touch Football Australia (TFA) annual Registration Fee prior to taking the field. This fee is determined by QTF and TFA and can be obtained by visiting their respective websites.
- 3.3 All fees must be paid at the time of registration via MySideline.
- 3.4 The Association may decide to offer an “early bird” discounted fee as an incentive for players to pay their Association registration fees. This discounted fee and its availability will be determined each Financial Year by the Committee and prior to the commencement of any season.
- 3.5 All fees must be paid by Week 4. Failure to do so will result in a player being deemed a Non-Registered Financial Member and will not be able to take the field.



- 3.6 The Association reserves the right to ask any player deemed to be a Non-Registered Financial Member, to leave the field of play until their fees have been paid in full.
- 3.7 Failure by any player to pay their fees may also result in team penalties including the loss of points for all games played up to the point at which fees were paid.
- 3.8 Fees may not be transferred from one player to another.

#### 4. **Player Eligibility**

- 4.0 Players must be a Registered Financial Member prior to their first game
- 4.1 A player can only register with one team in any one Grade.
- 4.2 A player cannot register to play in more than one Grade in each Division. For example, Player X can register to play in Men's A Grade, but cannot also play in Men's C Grade.
- 4.3 Additional Divisions and Grades may be created as determined by the Committee for the current season.
- 4.4 All players must sign the game sheet before taking the field for their game each week to record games that will be counted toward finals eligibility.
- 4.5 Players found playing who have not registered or signed the game card may result in that team forfeiting the game.
- 4.6 A current Registered Financial Member may be able to play in a second game as a guest on the night. This is only to take the number of players in that team to 6 on the night in round games only and is not allowed in finals. In the case of mixed teams this will be permitted to bring the total number of female players to 3.
- 4.7 Where a player fills in for a team, they must print their name on the game card.  
Women are not permitted to play in the Men's Divisions nor Men in the Women's Divisions unless approval is given by the Committee through formal endorsement via a Committee Meeting.
- 4.8 Players not on the game cards will not be eligible to take the field.  
Players under the age of 12 years are not permitted to play in any Senior competition under any circumstances.
- 4.9 Players between the age of 12 and 15 years must complete the application form available on our website to seek Committee approval before registering to play.
- 4.10 Junior players between the age of 12 and 15 years who wish to be considered for representative selection MUST currently play in the Associations Monday Night Junior competition.

#### 4.11

#### 5. **Games**

- 5.0 The TFA 8th Edition Rules apply.
- 5.1 Each team must nominate a minimum of 8 players and a maximum of 14 players.



- 5.2 A team may not take the field of play unless the minimum number of players are available (currently 4).
- 5.3 Where a team is unable to meet the minimum number of required players outlined in Item 5.1, that game would be considered a forfeit.
- 5.4 In the case of mixed teams, the minimum four (4) players must consist of at least one (1) female and no more than three (3) male players on the field.

The forfeiting team will incur a deduction of points in accordance with Item 2.10 of these By-Laws. Any team unable to field the minimum number of players required by Item 5.3 of these By-Laws within ten (10) minutes after the scheduled starting time will be given a loss by forfeit. Penalty points will be deducted from the losing team with the opposing side being awarded (3) points for a win and a 5-0 result recorded.

## 6. **Procedures for Finals Games – Finals Format**

- 6.0 For Semi Finals, Preliminary Finals and Grand finals:
  - a) The top 4 teams in each grade with less than 7 teams will go into Finals unless otherwise specified by the Committee in the Conditions of Entry.
  - b) A final 8 team system will be used where there are more than 7 teams in a grade unless otherwise specified by the Committee in the Conditions of Entry.
  - c) In the event of a Draw in a Finals game, the match will automatically go into a Drop Off in accordance with the TFA 8th Edition Rules.
  - d) In the event a team is unable to play in the finals at the time set by the Committee, the next highest ranked team in the same grade be given the opportunity to play in place of the unavailable team.

## 7. **Finals Qualifications**

- 7.0 For players to be eligible to play in Finals, they must have played a minimum of six (6) competition games for the team in which they are registered to.
- 7.1 Team delegates are asked to check player eligibility with Administration prior to Semi, Preliminary and Grand finals. Teams found to be playing ineligible players in Finals matches will be asked to remove those players or, where deemed necessary by the Committee, have the game deemed a forfeit.
- 7.2 Players may be asked throughout the season to provide identification (i.e. Student ID, Drivers Licence or similar) as proof of registration.



- 7.3 In cases where teams are level at the end of fixtures the following will apply:
- a) Points scored will be totalled (For).
  - b) Points scored against them will be totalled (Against).
  - c) Points Against will be deducted from points For.
  - d) The team with the higher score will go on to play in the Finals. If both teams are still equal, a percentage will be used to separate these teams.

## 8. Uniforms

- 8.0 Playing uniforms are to be generally consistent with the requirements of the current TFA rules.
- 8.1 Teams must wear, at a minimum, matching tops by Week 5 of any competition.
- 8.2 Uniform tops must have the same colour and style with appropriately sized numbers having a minimum height of 16cm on the back.
- 8.3 Each player must have a unique number (i.e. no duplications between players).
- 8.4 Players (Juniors and Seniors) will not be permitted to purchase or wear the current approved representative playing shirt for any Association fixtures.
- 8.5 Junior Players are required to wear the current approved Monday Night Junior Reversible Playing Shirt with exception to school-based teams who must wear the respective playing uniform for their school.
- 8.6 Teams cannot have shirts that consist mainly of white or pink being the colour set aside for Referee Uniforms.
- 8.7 Shoes with screw in studs or cleats are not to be worn by players or referees.
- 8.8 Light leather or synthetic boots with soft moulded soles are permitted.
- Players are not to participate in any match while wearing any item of jewellery. Piercings must be securely taped where they can't be removed.
- 8.9 Long or sharp fingernails are to be trimmed back or taped.
- 8.10 Smart watches or fitness tracking devices are to be fully covered under a sweat band or similar covering garment.

## 9. Meetings

- 9.0 The Committee and Annual General Meeting (AGM) will be held in accordance with the requirements of the CSC By-Laws.
- 9.1 Committee meetings will take place once per month and will be open to any person who would like to attend.
- 9.2 The AGM will be held in September/October of each year with the Finances audited and provided for the meeting.
- 9.3 Notification of an AGM will be provided to all members and Life Members.



**10. Caboolture Touch Association Committee (The Committee)**

- 10.0** The Committee is comprised of an Executive Committee and General Committee.
- 10.1** The Executive Committee will be made up by the positions of President, Vice-President, Secretary and Treasurer.
- 10.2** The General Committee is made up of all those approved positions which are not on the Executive Committee.
- 10.3** The Executive Committee will hold their elected position for a period of two (2) years.
- 10.4** At the conclusion of the two (2) year term, the associated Executive Committee position must be vacated. Appointment to those positions will be made at the Caboolture Touch Association Annual General Meeting (AGM).
- 10.5** A person cannot hold an Executive Committee position for more than three (3) consecutive terms or 6 years.
- 10.6** At the conclusion of the position holders third consecutive term, the position holder may nominate to run for a fourth term however they must withdraw if other nominations have been received for the position.
- 10.7** To remove any doubt, the timeframe specified in Point 10.6 above does not restart where a person is re-elected to an executive position.

**11. Inclement Weather**

- 11.0** All decisions with respect to inclement weather will be made using TFAs' Electrical Storm and Wet Weather Guidelines, Extreme Heat Guidelines and Air Quality Guidelines.
- 11.1** The Associations Staff in conjunction with the Committee will provide the final decision with regards to the competition going ahead by 3.00pm.
- 11.2** The Association will ensure appropriate communication is provided via its social media platforms and where possible, emails to team delegates.

All games that have been cancelled due to bad weather will not be replayed unless advised by the Association. It is the responsibility of team delegates and players to find out if games are cancelled or not.

- 11.3** The Association reserves the right to cancel any games at any time where the threat of dangerous weather poses a risk to players, referees and spectators.
- 11.4** During periods of sustained bad weather, the Association may decide to cancel games to ensure the safety of all its members.
- 11.5** It should also be noted that Moreton Bay City Council are the owners of the land and that any decision by Council to close the fields is final and at their sole discretion.



**12. Referees Notes**

**12.0** Referees will be paid through Direct Transfer at the fee set by the Committee.

**13. Disciplinary**

**13.0** All disciplinary matters will be managed in accordance with TFAs' current Disciplinary Regulations Manual and 8<sup>th</sup>

**13.1** When a player is sent from the field for the remainder of the game (Dismissal), they will incur an automatic two (2) game suspension. For clarification, two (2) games means the time taken for two (2) games to be completed and excludes byes.

**13.2** Any player having three (3) Sin Bins in a playing season will incur an automatic two (2) game suspension. For clarification, two (2) games means the time taken for two (2) games to be completed and excludes byes.

**13.3** A suspension issued to an offending player extends to any other division that offending player may participate in. This may also include restricting the offending persons activities with the Association which can include, but is not limited to, refereeing, coaching etc.

**13.4** The Referee is required to submit an independent report to the Judiciary Chairperson on the night of the incident. After receiving the Referees report, the Judiciary Chairperson will determine the appropriate action to take. This will be in accordance with TFAs' current Disciplinary Regulations Manual.

**13.5** Where an injury occurs during a game to both players and/or referees, the referee assigned to that game must document the injury and circumstances surrounding it occurring (where possible) on the score card.

**14. Touch Football Australia (TFA) Policies and Code of Conduct**

**14.0** The Association has adopted all relevant TFA policies, frameworks and Code of Conduct.

**14.1** In particular, TFA's' Member Protection Policy which promotes the Associations commitment to ensuring all our members are treated with respect and dignity and is protected from abuse, bullying, harassment, sexual misconduct, unlawful discrimination, victimisation, and vilification. A complete copy of the policy can be viewed at the Associations website under Policies or alternatively a copy can be made available for your perusal.

**15. Association Policies**

**15.0** Association Policies will always be adhered to.



**15.1** Adoption of new and amendment of existing policies will be done from time to time by the Committee and where possible, in consultation with Members to ensure the best interests of the Affiliate are upheld.

**15.2** All new and amended policies must be put before the Committee for adoption.

**16. Team Coaching and Volunteer Nominations**

**16.0** CTA will select team staff each year using the approved coaching selection criteria and nomination form.

**16.1** All Coaching Staff will be required to comply with any accreditation criteria set by the event organisers for that particular competition.

**16.2** At a minimum, all team coaching staff will be required to hold a current TFA Coaching Accreditation and a current Working with Children Blue Card.

At a minimum, all team management staff will be required to hold a current Working with Children Blue Card along with any Association or event specific certifications that may be required from time to time.

**17. Membership with the Caboolture Sports Club Limited**

**17.0** The Caboolture Touch Association is a Sub Club of the Caboolture Sports Club Limited.

**17.1** Any registered financial member of the Caboolture Touch Association automatically holds a membership with the Caboolture Sports Club Limited.

**17.2** As a registered financial member of the Caboolture Touch Association, all players agree to abide by all relevant Policies, By-Laws and Constitution of the Caboolture Sports Club Limited.