



Melton Hockey Club Inc.

A.B.N. 53 058 182 859

Registration: A0021793F

P.O. Box 861, Melton, Vic., 3337.

Selection Policy, Procedures & Player Responsibilities

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1. Introduction

This Policy details the criteria, process and procedures to be applied in relation to team selection within the Melton Hockey Club Inc (referred to hereafter as "MHC" and / or "the Club").

The Policy exists to enable a process for selection which is fair and transparent, and the dependence of regular meetings and open and honest communication across all teams, players coaches and administrators.

The Club will, to assist and determine skill sets and gradings of players for the ensuing season arrange meetings of players and officials advising plans and programmes and hold pre-season skills and training sessions.

2. Selection Principals

Selection will be based on the following criteria:

2.1 Club Focus

During preseason the appointed Coaches, Junior Coordinator(s) and Senior Co-Ordinator(s) will meet and determine the indicators and aims for the forthcoming season including expectations of players, targets, additional training support available and specific aims of teams.

2.2 Senior Selection

Will be based on the following factors: match performance, skill level, training attendance and performance, fitness, attitude and conduct, team balance and opportunity for player development.

2.3 Junior Selection

Selection of Junior Teams will ensure that all participants are provided with the best opportunity to compete at the appropriate level in order to promote, encourage and develop their skills and involvement.

Additionally, when two teams are representing the Club in the same level of competition, teams will be selected to ensure teams are balanced and even with regards to ability, age and experience. When teams are competing in different competitions in the same age group (ie District, Pennant and Shield) teams will be selected based on ability to ensure teams competing at the higher level has the best opportunity for success. This also applies to selecting players to represent the Club in District under 10 competitions.

3. Selection and Team Composition

1. The Selection of Senior Teams will be made by the coach(s) of the Senior Teams who may also refer, or include in the team selection process any other person including but not limited to Team Captains, Team Managers or Junior / Senior Coordinators.
2. Team Captains or representatives from teams may determine Team selection if a coach is unavailable or if no coach has been appointed to the team.
3. Junior Selection will be determined by consultation between the relevant Junior Coordinator and Coach.
4. Where a selection decision cannot be resolved, the relevant Junior or Senior Coordinator shall have the final decision on the selection. This ensures that all selection options have been considered.
5. In the event that a player is being demoted, the relevant coach is to advise the player. The coach is to advise the player of the reasons for the demotion as well as information on the positive aspects of their game and areas that the player should work on to achieve reselection in a higher grade.
6. The utilisation of the "Double Up" rules, whereby a player is permitted to play twice in one weekend, rests with the coach of the higher team, in consultation with the player and coach or captain of the other team.

The use of the Double Up option can be use by coaches to:

- Allow a player to gain experience at a higher level.

- To cover for an injured player.
- To cover for a player scheduled to arrive late for a game.
- Allow cover due to player shortages.

As the player will have both games recorded the position of eligibility for future games and playing in player qualification for finals must be considered.

7. Melton Hockey Club's preference is for Junior player to compete in the age group for which they qualify, albeit exemptions may be provided for short term player shortages at Coaches discretion and in consultation with the player, including parents/ guardian if the player is under 18 years of age.

Longer term, or permanent transfers, of a Junior player into an older age group will require a written formal request to the Board from a parent / guardian for consideration.

Transfers will be considered under the following conditions:

1. It is necessary for a player to play in an older age -group to ensure the viability of that older age – group or playing numbers are dramatically unbalanced, impacting on playing opportunities and player skill development and / or;
2. It is not logistically viable for parents / guardians to have siblings in separate competitions and other reasonable provisions are not available and / or;
3. The player has already performed at an exceptional level in their age group and their development would benefit significantly in a higher age group.

If approval is granted by the Board the Parent / Guardian of the player is required to sign a Junior "Playing Up "Consent Form as per Appendix 1 of this document.

4. Procedures

The following procedure will be applied when selecting teams:

4.1 Senior and Masters Teams

1. The Senior Team coaches in consultation with Team Captains if required, will determine the team list for the forthcoming round including the application of requirements under sections 3 and 4 of this Policy. The team listings will be provisional and subject to change due to circumstances eg player injury / unavailability.
2. The Coaches / Captains of the relevant Senior Teams are to advise selections to players and officials no later than the Friday morning prior to the next match.
3. The Master's Team Coach(s) (or Team Representatives) are to advise selection to players and officials no later than Friday morning prior to the next match.

All advices to players and officials of selections, times, venues are to be made via relevant Club communication avenues.

4.2 Junior Teams

Junior players will be allocated to a team or squad prior to the commencement of the season, based on their age. The decision will be made in consultation with Coaches and Junior Co-Ordinator's of the Club. This will include all players where exemptions have been sought to play in an older age group as detailed under Section 4 –of this Policy.

5. Player Responsibilities

Players are to ensure that they understand and adhere to the following responsibilities in addition to other relevant Policies and Guidelines of the Melton Hockey Club Inc.

1. Ensure that they are current financial members of the Club including registration with Hockey Victoria and payment of Club fees are in terms of the Club's Fees Policy.
2. Players must inform their team coach at the earliest opportunity if they are unavailable for any match / training / practice match either verbally or by e-mail. This may be with regards to injury or other commitments.
3. Players are to check e-mails and relevant Club communication avenues to confirm team lists and selection.
4. All players are responsible for advising Coach or, if unavailable, Captain or Team Manager if there is any change to their availability, after selections are announced. If a player does not meet this responsibility, then this will be discussed with the player and will be taken into account with subsequent selections.
5. A player that is injured, or otherwise unavailable for a period of time, is to keep the coach informed of progress and when they will be available for selection. Return to playing and team selection will be managed on a case by case basis and involve discussions with the player and coach. Factors taken into account in this process will include the time out of the game, the type of injury, fitness level, the time in the season and team balance.

6. Absences

A player, absent from Club hockey games due to holidays, work commitments or other non-hockey commitments may be selected in a lower grade on their return.

7. Grievances

If a player (or a parent or guardian, on their behalf if the player is under 18 years of age) has any complaint relating to their selection in a particular team, the following procedure is to be followed to achieve a resolution:

1. Raising the grievance with the Coach is the preferred initial option. If a player (or player representative) is uncomfortable approaching the Coach they can approach the Team Manager, Junior / Senior Co-Ordinator or Captain to act as a mediator to initiate the discussion.
2. If unresolved, raise grievance with either the Junior or Senior Co-Ordinator, who in the first instance will attempt to gain resolution with the coach of the respective team(s).
3. If the issue remains unresolved, the grievance is to be referred to the Board of the Melton Hockey Club by the respective Junior / Senior Co-Ordinator.

The grievance process is dependent on all involved conducting themselves in a mature, polite and respectful manner. All parties are expected to respond in a timely manner, explain the decisions that are made and be conscious of time constraints given that the selection relates to the forthcoming rounds.

Unless referred to the Board, the party who resolves the incident is to advise the Board in writing of the basis of the grievance and resolution.

8. Grievances not relating to selection

If a player has any issue that arises not directly related to selection, including, but not limited to, feeling victimized, targeted or discriminated against they are to be brought to the attention of a Junior or Senior Co-Ordinator in the first instance.

The Melton Hockey Club Inc views such issues as serious and are to be dealt with in a timely and appropriate manner.

If deemed more appropriate the complainant can approach a Board Member directly with the grievance.

Unless referred to the Board, the party who resolves the incident is to advise the Board in writing of the basis of the grievance and resolution.

9. Review

This policy document is to be reviewed on an annual basis.

10. Contacts:

Senior Coordinator – To be appointed.

Junior Coordinators:

- Michael Bairstow – Junior Co-Ordinator – Junior Team Development & Administration (External competition) (michaeldbairstow@gmail.com)
- Kellie McLaren – Junior Co-Ordinator- Internal Development & Hockey Programmes (meltonhcjuniors@outlook.com)

Member Protection Officer – To be appointed.

Board Members – Refer to Board Member Listing on club website

11. Appendix 1 – Junior “Playing Up” Consent Form.

Approved: November 2020

Version: 1.1

Subject to Review November 2021

Doc name : MHC Select Policy 2020



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JUNIOR "PLAYING UP" CONSENT FORM

Igive my consent for
(Print name of parent / guardian)

..... to play in an older age group than they qualify.
(Print name of player)

I understand that playing in an older age group brings further risk to my child and I absolve Melton Hockey Club Inc. from any additional liability associated with playing in this team.

Signed:

Date:

Approved : November 2020

Version : 2

Subject to review November 2021.

Doc name: MHC Jnr Play Up Consent