

# 2024 MATCH DAY RESOURCE



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PRINTABLE RESOURCES



# MATCH DAY SET UP

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## OUTDOOR CHECKLIST



### LINE MARKING

Lines clearly marked per the Laws of the Game and required distances applicable. Including blue dot 15m off goal square.



### AWAY ROOMS

Clean and swept. Toilet paper & whiteboard provided. Hot shower and lights working. Sanitary bins provided. Safety poster (see Page 21) clearly displayed. Away team to clean up after use.



### UMPIRE ROOMS

Clean and swept. Toilet paper, hot showers, table, chairs & working lighting. Sanitary bins provided. Safety poster (see Page 22) clearly displayed.



### GOAL POST PADS

Suitably fixed to posts and ready for game day.



### PA SYSTEM

In working order with the ability to clearly be heard.



### SIREN

In clear working order, tested pregame and with back up siren (air horn) in close proximity.



### POSTERS

Signage in Player and Umpire changerooms (refer to Page 22 and 23)



### FOOTBALLS

Senior Men's and Women's footballs provided by AFLQ. Home team to provide game balls for all grades.



### FIRST AID

Stretcher at interchange bench.

# MATCH DAY TIMELINE: BEFORE & DURING

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## 1 HOUR

Meet with opposition club Team Manager

## 1 HOUR

Complete AFL Match Day Checklist (Online via the Marsh Website which can be found [here.](#))

## 30 MINUTES

Team sheet copies to umpires & away club

## 30 MINUTES

Home team to provide match football to umpires. Spare balls in appropriate places

## 25 MINUTES

Time keepers in place with cards and correct match time displayed

## 20 MINUTES

Live Scorer in place (if applicable)

## 15 MINUTES

Scoreboard attendants and club goal umpires (where applicable) are in place

## DURING

Provide drinks to umpires at breaks and ground marshall to accompany umpires to/from ground prior to match, at half time and at full time.

# MATCH DAY TIMELINE: POST-MATCH

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## AWAY CLUB

Provide Home team with best players and goalkickers immediately post-match

## HOME CLUB

Enter final scores and both club's best players & goalkickers into PlayHQ by 10am Sunday

## BOTH CLUBS

- Post senior matches, team managers must attend umpires changerooms to receive the 'All Clear' from umpires. Post youth matches, team managers must meet the umpires in the middle of the ground to receive the 'All Clear'.
- If any reports or referrals were made during the match, clubs will be made aware of these at this time. Where a set penalty is offered, clubs must advise whether they accept or do not accept the charge. If not accepted, the reported player's club has until 10am Monday to contact AFL Queensland with an explanation, otherwise the set penalty will be deemed to have been accepted (please note umpires will not offer set penalties for State League incidents).
- If an incident occurred that was not reported or referred by the Match Day Umpire, clubs can submit an investigation request via email to their Competition Manager in accordance with section 5.9 of the AFLQ Rules and Procedures. This request must be made by no later than 5:00pm on the first working day after the match. These requests incur a fee of \$200, but this fee is not payable where the investigation results in a sanction being imposed.
- Where a player has sustained an injury as a result of a reportable offence, their Club Doctor, Physiotherapist or Sports Trainer will be required to complete a medical report by 10am Monday. Reports can be submitted via the [online form](#).

# HOME TEAM DUTIES

## PAPERWORK



### PLAYER REGISTRATION

All listed players are correctly entered into PlayHQ prior to playing.



### TEAM SELECTION

Team selected prior to start of match and copies of team sheet printed (4 copies: home team, away team, umpires + 1 spare)



### ACCREDITATION

All those within the coaching box require an accreditation. SEQJ require issued lanyards to be worn at all times.



### CONCUSSION

All coaches and medical staff have full understanding of the [Management of Sport-Related Concussion in Australian Football](#).



### AFL MATCH DAY CHECKLIST

Via the Marsh Website - this only needs to be completed for the first game of the day unless weather conditions change.

## SUPPORT STAFF

### > RUNNER

Only 1



### WATER CARRIERS & TRAINERS

Up to 6 (Seniors only)



### FIELD UMPIRE

(If applicable)



### GOAL UMPIRE

(If applicable)



### LIVE SCORER

(If applicable)



### SPORTS TRAINER / FIRST AID

Accredited Level 1 Sports Trainer/ ERC



### GROUND MARSHALL

Minimum 1 Provided by Home club



### BOUNDARY UMPIRE

(If applicable)



### TIMEKEEPER

1 Required



### SCORE BOARD ATTENDANT

**NOTE:** All team officials must be listed on the team sheet. If they are not listed on the team sheet, they are not permitted to be in the coach's box. Refer to the AFL Queensland Community Rules and Procedures for competition-specific requirements.

For SEQJ competitions, all those within the coaches box MUST have accreditation lanyard on their person.

# AWAY TEAM DUTIES

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## PAPERWORK



### PLAYER REGISTRATION

All listed players are correctly entered into PlayHQ prior to playing.



### TEAM SHEET

Team selected prior to start of match and copies of team sheet printed (4 copies: home team, away team, umpires + 1 spare)



### ACCREDITATION

All those within the coaching box require an accreditation. SEQJ require issued lanyards to be worn at all times.



### CONCUSSION

All coaches and medical staff have full understanding of the Management of Sport-Related Concussion in Australian Football.

## SUPPORT STAFF

### > RUNNER

Only 1



### WATER CARRIERS & TRAINERS

Up to 6 (Seniors only)



### FIELD UMPIRE

(If applicable)



### GOAL UMPIRE

(If applicable)



### SPORTS TRAINER

Accredited Level 1 Sports Trainer/ ERC (Seniors Only)



### TIMEKEEPER

(Recommended)



### BOUNDARY UMPIRE

(If applicable)

**NOTE:** All team officials must be listed on the team sheet. If they are not listed on the team sheet, they are not permitted to be in the coach's box. Refer to the AFL Queensland Community Rules and Procedures for competition-specific requirements.

For SEQJ competitions, all those within the coaches box **MUST** have accreditation lanyard on their person.

# MATCH DAY PAPERWORK

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## **BOTH TEAM MANAGERS**

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Need to provide a copy of their team sheet to the umpires before the start of the match.

## **GOAL UMPIRES**

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Need to pass on their scorecards to the field umpires following the end of the match.

## **AFLQ APPOINTED FIELD UMPIRES**

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Collect all paperwork including team sheets, goal cards, timekeeping sheet, Best and Fairest votes and if there any Incident Referral or Set Penalty forms and upload to OfficialsHQ online.

## **FIELD UMPIRES**

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To decide on the Competition Best & Fairest votes at the end of the match.

## **CLUB UMPIRES**

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Provide all paperwork including team sheets, goal cards, Best and Fairest votes and if there any Incident Referral or Set Penalty forms to HOME Team Manager.

## **HOME TEAM MANAGERS**

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Games with AFLQ UMPIRES – ensure all paperwork has been given to AFLQ umpires.

Games with CLUB UMPIRES – collect all paperwork from umpires after the match. Complete the Match Day Paperwork form online.

# PLAYHQ LIVE SCORING

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1. Log into the electronic scoring section of PlayHQ at <https://afl.score.playhq.com/auth/login>
2. This will bring you to the 'New Scoring Session' page. Click on the '+' icon to select the venue of the match you wish to score. Start typing the name of the venue in the search bar, and click on the '+' icon when the venue appears.
3. You will be returned to the 'New Scoring Session' Page. Click on the '+' icon to select the day of the match you wish to score. Once selected, click the 'Add' button.
4. You will be returned to the 'New Scoring Session' Page. Click on the '+' icon to create a PIN for the session. Once the PIN has been added and confirmed, click on the 'Done' button.
5. You will be returned to the 'New Scoring Session' Page. Click on the 'Start Session' button. You will be taken to the 'Home' page where all matches at the venue for that day will appear. Click on the match you wish to score.
6. The Teams and their selected Players and Coaching Staff will appear. To make changes to the Line-up, Click on the 'Edit' button. This will allow you to add and remove players and coaching staff from the roster as required. Once completed, click the 'Done' button in the top right corner.
7. To start electronic scoring, click on the 'Start' button in the top right corner. If the match is being played with time on, click the same button to pause as required. To add actions to a player, select their name and click '6' for a goal, or '1' for a behind. If a player is carded, select their name and click 'Yellow' or 'Red'. If an error is made, click on the 'Arrow' icon to edit.
8. At the end of each quarter, click on the '...' icon in the top left corner and select 'End Period'. To start the next quarter, click the 'Start' button in the top right corner.
9. To end the match, end the final quarter first, then click on the '...' icon and selected 'End Game'. This will prompt you to confirm the result, which you can do by adding in the PIN you created, and clicking the 'Confirm' button.
10. The match will appear in the 'Completed' tab, and you can click 'End the Session' to finish.

**NOTE:** If this does not happen immediately following the match, the home team is required to update the full match scores by 10:00am the following day.

Competition Managers will no longer 'chase up' clubs that haven't entered their results on time. If a club fails to enter the results by 10am the following day, they will be sanctioned \$100.



# TIMEKEEPING

## EACH TIMEKEEPER APPOINTED FOR A MATCH SHALL:

1. Keep time for each quarter of a Match
2. Record on time card the time taken to play each quarter and lodge the completed card with the relevant controlling Body
3. Sound the siren in accordance with the procedures contained in these Laws
4. Stop the clock which is used for the timing of each quarter as required under Law 10.5 for a stoppage in play (only applies to matches where Time On applies)
5. Record any incidents (stretchers being called, jumper changes due to blood rule, White, Red & Yellow cards, player leaving ground outside the interchange gates) and;
6. Perform any other function as may be directed by the relevant Controlling Body

## PROCEDURE FOR SOUNDING SIREN

### START OF MATCH AND QUARTERS

The timekeeper shall sound the siren at the times and on the number of occasions as set out in the following table:

START OF MATCH	NUMBER OF OCCASIONS		
Five minutes prior to scheduled starting time of match and as umpires enter the field	Once	Five minutes prior to scheduled starting time of the quarter and as umpires enter the arena	Once
Two minutes prior to start time	Twice	Two minutes prior to the scheduled starting time	Twice
One minute prior to start time	Once	One minute prior to scheduled starting time	Once
Scheduled starting time (Start of Match)	Once	Scheduled starting time (start of quarter) Three Quarter Time	Once
First Quarter Time interval	Once		

### START OF SECOND QUARTER

Two minutes prior to scheduled starting time	Twice
One minute prior to start time	Once
Scheduled starting time (Start of Quarter)	Once
Half Time interval	Once

### START OF THIRD QUARTER

### START OF FINAL QUARTER

Two minutes prior to the scheduled starting time	Twice
One minute prior to the scheduled starting time	Once
Scheduled starting time (Start of Quarter)	Once

### END OF MATCH

## **BRINGING PLAY TO AN END**

### END OF QUARTER

The timekeepers shall sound the siren to signal the end of a quarter until a field umpire and/or the Emergency umpire acknowledges that the siren has been heard and brings play to an end.

### SIREN HEARD BY FIELD UMPIRE

Play in each quarter shall come to an end when any one of the field umpires or emergency field umpire hears the siren.

### SIGNAL

A field umpire shall signal that they have heard the siren by blowing a whistle and holding both arms above their head.

If immediately before hearing the siren, a field Umpire is of the opinion that a Player should be awarded a Free Kick or a Mark, the field Umpire shall signal that play has come to an end and then award the Free Kick or Mark to the Player. A Free Kick will not be awarded where the football has been kicked and, after the field Umpire has heard the siren, lands Out of Bounds on the Full.

## **STOPPING AND COMMENCING TIME (for matches where time on applies)**

### STOPPING TIME

THE TIMEKEEPERS SHALL STOP THE CLOCK WHICH IS USED FOR THE TIMING OF A MATCH WHEN:

1. Directed to do so by a field Umpire as per the Laws of Australian Football
2. The goal Umpire signals that a Goal has been scored;

### RECOMMENCING TIME

THE TIMEKEEPERS SHALL RECOMMENCE THE CLOCK USED TO THE TIMING OF A MATCH WHEN;

1. Direct to do so by the field Umpire as per the Laws of Australian Football
2. The football is bounced or thrown up by the field Umpire;
3. The football is brought back into play after a Behind has been scored;
4. The football is thrown back into play by the boundary Umpire or brought back into play by a Player (as the case may be), after it has gone Out of Bounds or Out of Bounds on the Full;
5. The football is obviously in play; or
6. The Umpire calls 'Play On'.

### SIGNALLING

A field Umpire shall signal to the Timekeeper to stop the clock or re-start the clock used for the timing of the Match by blowing a whistle and raising one arm above their head. Where a card is shown, the timekeeper is required to hold up the same colour card to the umpire to signal that this has been recorded.

## **RECORDING INCIDENTS**

Using the Timekeeper Sheet, record any incidents that occur in the match. These include: a stretcher being called, jumper change due to blood rule, White, Red & Yellow cards and players leaving ground outside the interchange gates.

# LENGTH OF MATCHES AND BREAKS - SENIOR

COMPETITION	QUARTER LENGTH	BREAKS QTR / HALF / QTR
QAFL	20 minutes plus time on	6 / 20 / 6
QAFL Reserves	25 minutes no time on FINALS: 17 minutes plus time on	5 / 15 / 5
QFA Div 1 Seniors	20 minutes plus time on	5 / 15 / 5
QFA Div 2 Seniors	17 minutes plus time on	5 / 15 / 5
QFA Div 1 & 2 Reserves	20 minutes no time on FINALS: 15 minutes plus time on	5 / 15 / 5
QFA Div 3 & 4	20 minutes no time on Clock stopped for cards & stretchers FINALS: 15 minutes plus time on	5 / 15 / 5
Colts	20 minutes no time on FINALS: 15 minutes plus time on	5 / 15 / 5
QAFLW	20 minutes no time on FINALS: 15 minutes plus time on	5 / 15 / 5
QFAW Div 1 Reserves & QFAW Div 2	15 minutes no time on FINALS: 12 minutes plus time on	5 / 10 / 5
QFAW Div 1 Seniors & QAFLW Reserves	17 minutes no time on FINALS: 14 minutes plus time on	5 / 10 / 5
Regions & Affiliate Leagues - Senior Men	17 minutes plus time on	5 / 15 / 5
Regions & Affiliate Leagues - Reserves Men	17 minutes no time on FINALS: 15 minutes plus time on	5 / 15 / 5
Regions & Affiliate Leagues - Women	15 minutes no time on FINALS: 13 minutes plus time on	5 / 10 / 5

\*Regional & Affiliate match durations are provided as a guideline and may vary.

# LENGTH OF MATCHES AND BREAKS - YOUTH

COMPETITION	QUARTER LENGTH	BREAKS QTR / HALF / QTR
Under 17s Girls	15 minutes no time on FINALS: 13 minutes plus time on	5 / 10 / 5
Under 17s Boys	20 minutes no time on FINALS: 17 minutes plus time on	5 / 10 / 5
Under 15s Girls	15 minutes no time on FINALS: 13 minutes plus time on	5 / 10 / 5
Under 15s Boys	15 minutes no time on FINALS: 13 minutes plus time on	5 / 10 / 5
Under 13s Mixed	15 minutes no time on FINALS: 13 minutes plus time on	5 / 10 / 5
Junior Football	10 minutes no time on	3 / 6 / 3

\*Queensland regional match durations may vary within regions.

# KEY STAFF CONTACTS: SEQ COMPETITIONS



**NAME**



**ROLE**



**EMAIL**



**PHONE**

Mitchell Simpson	Competition Manager - QLD	mitchell.simpson@afl.com.au	0436 364 819
Adrian Richardson	Competition Lead - State Leagues	adrian.richardson@afl.com.au	0488 555 472
Tyler Hayes	Competition Lead - Youth & Junior Football	tyler.hayes@afl.com.au	0498 666 645
Alexandra Blake	Compliance & Partnerships Lead - QLD	alexandra.blake@afl.com.au	0432 641 966
Brad Howard	Alternate Formats & Analytics Lead - QLD	brad.howard@afl.com.au	0437 405 181
Travis Bell	Competition Manager - QFA Division 1 & 2	travis.bell@afl.com.au	0498 333 880
Grace Winch	Competition Manager - QFAW & QFA Division 3 & 4	grace.winch@afl.com.au	0491 222 380
Kieron Hyndman	Competition Manager - Youth Division 1	kieron.hyndman@afl.com.au	0439 721 874
Liam Blakeley	Competition Manager - Sunshine Coast / Moreton Bay Juniors	liam.blakeley@afl.com.au	0499 222 287
Leanne Bugg	Competition Manager - Brisbane South / Gold Coast North Juniors	leanne.bugg@afl.com.au	0488 111 298
Mitch Tinning	Competition Manager - Gold Coast South / Northern Rivers Juniors	mitchell.tinning@afl.com.au	0455 273 001
Tom Alkemade	Competition Manager - Brisbane North / Brisbane Central Juniors	tom.alkemade@afl.com.au	0477 444 364
Sophie Wheeler	Competition Administration Lead	sophie.wheeler@afl.com.au	0411 481 363
Katie Gravett	Competitions Coordinator	katie.gravett@afl.com.au	

# KEY STAFF CONTACTS: REGIONAL COMPETITIONS



**NAME**



**ROLE**



**EMAIL**



**PHONE**

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Harry Hannaford	Competition Manager - Mackay	harry.hannaford@afl.com.au	0499 330 023
Ethan Christian-Greenwood	Competition & Participation Manager - Wide Bay	ethan.christian-greenwood@afl.com.au	0499 885 045
Jana Anderson	Competition & Participation Manager - Darling Downs	jana.anderson@afl.com.au	0499 311 108
Jourdan Novak	Competition Manager - Capricornia	jourdan.novak@afl.com.au	0498 222 556

# KEY STAFF CONTACTS: CD&E



**NAME**



**ROLE**



**EMAIL**



**PHONE**

Hayley George	Club Development & Experience Manager	hayley.george@afl.com.au	0477 111 575
Jack Barry	Coaching Education & Development Lead - North	jack.barry@afl.com.au	0414 752 995
Brad Moore	Coaching Education & Development Lead - South	brad.moore@afl.com.au	0499 479 993
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Kirby Sefo	Women & Girls Coordinator	kirby.sefo@afl.com.au	0498 883 980
Daniel Smith	Club Development Officer - Metro North	daniel.smith@afl.com.au	0499 327 900
Jase Clark	Club Development Officer - Metro South	jason.clark@afl.com.au	0499 376 223
Sam Bridges	Umpiring Development Lead	sam.bridges@afl.com.au	0408 876 361
Garry Dunne	Umpiring Recruitment & Retention Lead	garry.dunne@afl.com.au	0498 666 249
Chloe Webb	Community Umpire Coordinator	chloe.webb@afl.com.au	0499 777 425
Nicola Stevens	Umpire Development Coordinator	nicola.stevens@afl.com.au	0498 222 248
Paige Kakau	Administration Coordinator - Umpiring	paige.kakau@afl.com.au	0499 327 295

# WEBSITE & SOCIAL MEDIA

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## WEBSITE

[www.aflq.com.au](http://www.aflq.com.au)



## FACEBOOK

[AFL Queensland - https://www.facebook.com/AFLQUEENSLAND/](https://www.facebook.com/AFLQUEENSLAND/)

[SEQ Senior Footy - https://www.facebook.com/AFLQfooty/](https://www.facebook.com/AFLQfooty/)

[AFL SEQ Juniors - https://www.facebook.com/AFLSEQJuniors/](https://www.facebook.com/AFLSEQJuniors/)

[QAFL & QAFLW - https://www.facebook.com/officialqafllqafllw](https://www.facebook.com/officialqafllqafllw)

[AFL Wide Bay - https://www.facebook.com/aflwidebay](https://www.facebook.com/aflwidebay)

[AFL Mackay - https://www.facebook.com/AFLMackay](https://www.facebook.com/AFLMackay)

[AFL Capricornia - https://www.facebook.com/AFLCapricorn](https://www.facebook.com/AFLCapricorn)

[AFL Townsville - https://www.facebook.com/afltownsville](https://www.facebook.com/afltownsville)

[AFL Darling Downs - https://www.facebook.com/aflqdarlingdowns](https://www.facebook.com/aflqdarlingdowns)



## INSTAGRAM

[AFLQ - @aflq - https://www.instagram.com/aflq/](https://www.instagram.com/aflq/)

[QAFL/QAFLW - @qafllqafllw - https://www.instagram.com/qafllqafllw/](https://www.instagram.com/qafllqafllw/)

[AFLQ Juniors - @aflqjuniors - https://www.instagram.com/aflqjuniors/](https://www.instagram.com/aflqjuniors/)

[AFL Mackay - @aflmackay - https://www.instagram.com/aflmackay/](https://www.instagram.com/aflmackay/)

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## TWITTER

[@AFLQ - https://twitter.com/AFLQ](https://twitter.com/AFLQ)

[@AFLQfooty - https://twitter.com/aflqfooty](https://twitter.com/aflqfooty)



## #AFLQFOOTY



# CONCUSSION MANAGEMENT

## CRT6™



### Concussion Recognition Tool

To Help Identify Concussion in Children, Adolescents and Adults

#### What is the Concussion Recognition Tool?

A concussion is a brain injury. The Concussion Recognition Tool 6 (CRT6) is to be used by non-medically trained individuals for the identification and immediate management of suspected concussion. It is not designed to diagnose concussion.

#### Recognise and Remove

##### Red Flags: CALL AN AMBULANCE

If **ANY** of the following signs are observed or complaints are reported after an impact to the head or body the athlete should be immediately removed from play/game/activity and transported for urgent medical care by a healthcare professional (HCP):

- Neck pain or tenderness
- Seizure, 'fits', or convulsion
- Loss of vision or double vision
- Loss of consciousness
- Increased confusion or deteriorating conscious state (becoming less responsive, drowsy)
- Weakness or numbness/tingling in more than one arm or leg
- Repeated Vomiting
- Severe or increasing headache
- Increasingly restless, agitated or combative
- Visible deformity of the skull

#### Remember

- In all cases, the basic principles of first aid should be followed: assess danger at the scene, check airway, breathing, circulation; look for reduced awareness of surroundings or slowness or difficulty answering questions.
- Do not attempt to move the athlete (other than required for airway support) unless trained to do so.
- Do not remove helmet (if present) or other equipment.
- Assume a possible spinal cord injury in all cases of head injury.
- Athletes with known physical or developmental disabilities should have a lower threshold for removal from play.

#### If there are no Red Flags, identification of possible concussion should proceed as follows:

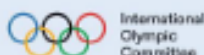
Concussion should be suspected after an impact to the head or body when the athlete seems different than usual. Such changes include the presence of **any one or more** of the following: visible clues of concussion, signs and symptoms (such as headache or unsteadiness), impaired brain function (e.g. confusion), or unusual behaviour.

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CRT6™

Developed by: The Concussion in Sport Group (CISG)

Supported by:



# CONCUSSION MANAGEMENT

Concussion Recognition Tool 6 - CRT6™



## CRT6

**Concussion Recognition Tool**  
To Help Identify Concussion in Children, Adolescents and Adults



### 1: Visible Clues of Suspected Concussion

Visible clues that suggest concussion include:

- Loss of consciousness or responsiveness
- Lying motionless on the playing surface
- Falling unprotected to the playing surface
- Disorientation or confusion, staring or limited responsiveness, or an inability to respond appropriately to questions
- Dazed, blank, or vacant look
- Seizure, fits, or convulsions
- Slow to get up after a direct or indirect hit to the head
- Unsteady on feet / balance problems or falling over / poor coordination / wobbly
- Facial injury

### 2: Symptoms of Suspected Concussion

#### Physical Symptoms

Headache  
"Pressure in head"  
Balance problems  
Nausea or vomiting  
Drowsiness  
Dizziness  
Blurred vision  
More sensitive to light  
More sensitive to noise  
Fatigue or low energy  
"Don't feel right"  
Neck Pain

#### Changes in Emotions

More emotional  
More irritable  
Sadness  
Nervous or anxious

#### Changes in Thinking

Difficulty concentrating  
Difficulty remembering  
Feeling slowed down  
Feeling like "in a fog"

**Remember**, symptoms may develop over minutes or hours following a head injury.

### 3: Awareness

(Modify each question appropriately for each sport and age of athlete)

Failure to answer any of these questions correctly may suggest a concussion:

- "Where are we today?"
- "What event were you doing?"
- "Who scored last in this game?"
- "What team did you play last week/game?"
- "Did your team win the last game?"

**Any athlete with a suspected concussion should be - IMMEDIATELY REMOVED FROM PRACTICE OR PLAY and should NOT RETURN TO ANY ACTIVITY WITH RISK OF HEAD CONTACT, FALL OR COLLISION, including SPORT ACTIVITY until ASSESSED MEDICALLY, even if the symptoms resolve.**

Athletes with suspected concussion should **NOT**:

- Be left alone initially (at least for the first 3 hours). Worsening of symptoms should lead to immediate medical attention.
- Be sent home by themselves. They need to be with a responsible adult.
- Drink alcohol, use recreational drugs or drugs not prescribed by their HCP
- Drive a motor vehicle until cleared to do so by a healthcare professional

# HEAD INJURY ASSESSMENT

## MATCH DAY HEAD INJURY ASSESSMENT & REFERRAL FORM



### SIDELINE FORM (to be completed by the examiner (first aider/trainer) on the day of the suspected concussion)

<b>PLAYER NAME</b>	<b>CLUB</b>
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#### DETAILS OF INCIDENT

**DATE**

**OCCURRED AT:**  **MATCH**  **TRAINING**  **OTHER**

**BRIEF DESCRIPTION**

#### 1 IDENTIFICATION OF RED FLAGS (tick all those that apply)

- Loss of consciousness
- Seizure or convulsions
- Deterioration of conscious state
- Persistent or increasing vomiting
- Double vision
- Severe or increasing headache
- Increasing restlessness, agitation, or combative behaviour
- Neck pain
- Weakness or tingling/burning in the arms or legs

**ACTION:** If any one of the boxes above is ticked, an ambulance should be called for immediate transportation to hospital.

#### 2 FEATURES OF A SUSPECTED CONCUSSION (tick all those that apply)

- Loss of responsiveness
- Motor incoordination (losing balance, staggering, etc)
- Confused/disorientation (not aware of plays or events)
- Impaired memory (unable to recall events before or after the injury)
- Looking/feeling dazed, blank or vacant
- Player reporting symptoms:
  - a. 'don't feel right'
  - b. more emotional than usual - sad, nervous or anxious
  - c. 'feel slowed down', confused or 'feel like in a fog'
  - d. Sensitivity to light or noise
- The player is not their normal self, or there is any other concern that they are not quite right
- Other (please list):

**ACTION:** for any suspected concussion, the player needs to see a doctor as soon as practical for assessment, including confirmation of the diagnosis. The player must not return to play or full contact training until they have been cleared by a doctor.

<b>EXAMINER NAME</b>	<b>ROLE AT CLUB</b>
<b>EXAMINER SIGNATURE</b>	<b>DATE</b>

# HEAD INJURY ASSESSMENT

## MATCH DAY HEAD INJURY ASSESSMENT & REFERRAL FORM



### PLAYER FORM (to be completed on the day of the suspected concussion)

**PLAYER NAME**

**CLUB**

**AGE**

How many concussions have you had in the past?

When was the most recent concussion?

How long was the recovery (time to being cleared to play) for the most recent concussion?  
(approximate number of weeks)

### SCORE YOURSELF ON THE FOLLOWING SYMPTOMS, BASED ON HOW YOU FEEL RIGHT NOW.

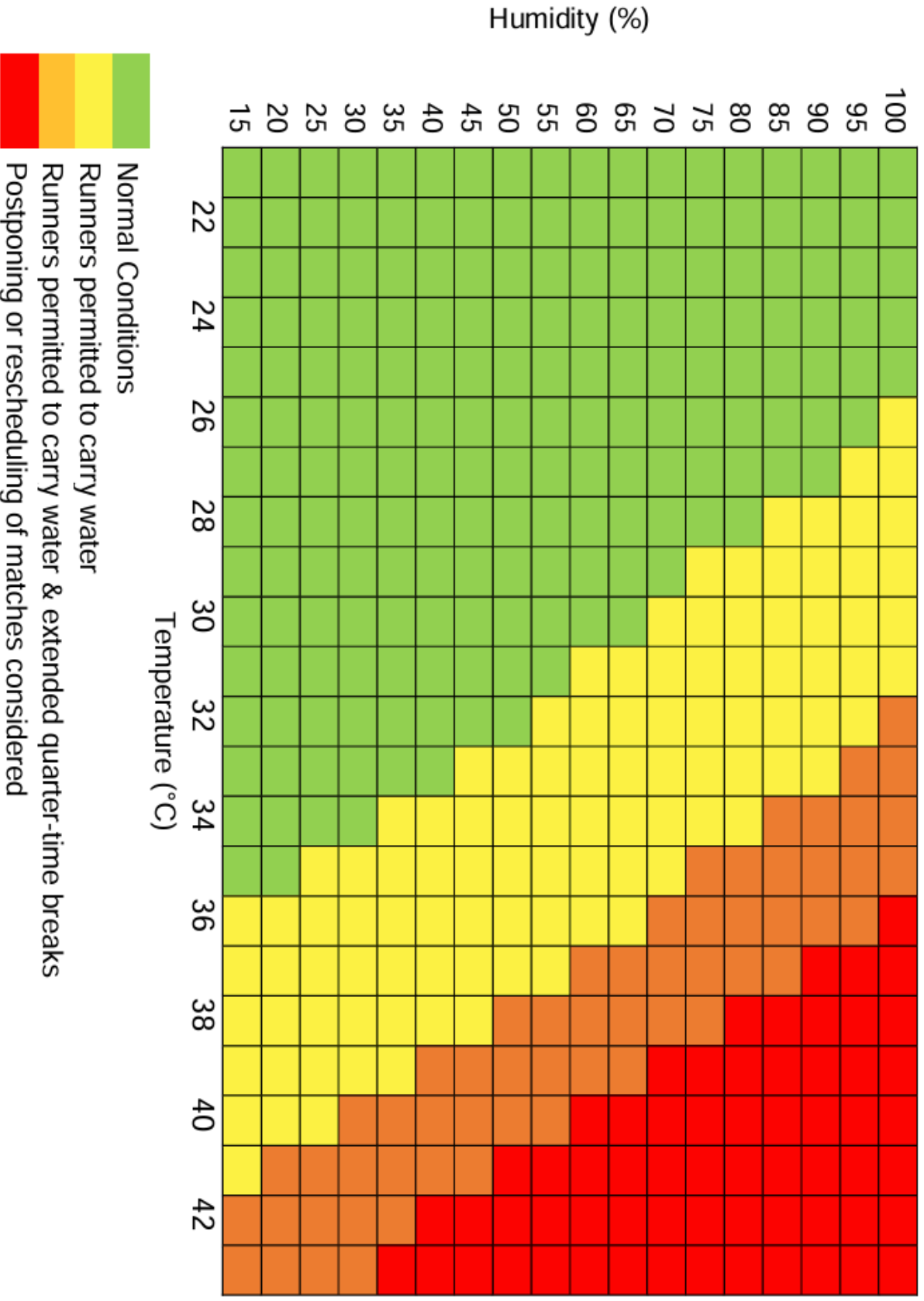
	NONE		MILD		MODERATE		SEVERE
	0	1	2	3	4	5	6
Headache	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
"Pressure in head"	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Neck Pain	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Nausea or vomiting	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Dizziness	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Blurred vision	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Balance problems	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sensitivity to light	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sensitivity to noise	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Feeling slowed down	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Feeling like "in a fog"	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
"Don't feel right"	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Difficulty concentrating	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Difficulty remembering	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Fatigue or low energy	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Confusion	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Drowsiness	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Trouble falling asleep	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
More emotional	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Irritability	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sadness	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Nervous or Anxious	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**PLAYER SIGNATURE**

**DATE**

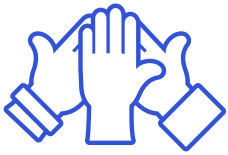
(Please take a copy of both the sideline and player form with you to your visit to the doctor)

# EXTREME HEAT POLICY MATRIX



# SAFE & INCLUSIVE USE OF ROOMS

**PLAYER SAFETY IS EVERYONE'S RESPONSIBILITY**



**SCHEDULE EQUAL ACCESS TO CHANGEROOMS, OVALS & FACILITIES FOR ALL PLAYERS**



**PROVIDE HYGIENIC ROOMS WITH SANITARY BINS & TOILET PAPER**



**ON GAME DAY, ALLOW SEPARATE, DEDICATED TIMES IN CHANGEROOMS FOR MALE & FEMALE PLAYERS**



**PLEASE CHANGE RESPECTFULLY & REMAIN CLOTHED WHEN MALES & FEMALES ARE IN SHARED SPACES**



**USE BOTH HOME & AWAY CHANGEROOMS DURING TRAINING SESSIONS TO ALLOW FOR EXCLUSIVE FEMALE ACCESS**



**BE AWARE & RESPECTFUL OF THOSE AROUND YOU AT ALL TIMES**



Scan to learn more or provide feedback.

Resource to be read in conjunction with your State/Territory Child Safeguarding Policy.



# SAFE & INCLUSIVE USE OF UMPIRE ROOMS

UMPIRE SAFETY IS EVERYONE'S RESPONSIBILITY



**PROVIDE EQUAL ACCESS  
FOR ALL UMPIRES TO  
FACILITIES & EQUIPMENT**



**PROVIDE HYGIENIC ROOMS  
WITH SANITARY BINS &  
TOILET PAPER**



**ON GAME DAY, ALLOW  
SEPARATE, DEDICATED  
TIMES IN CHANGEROOMS  
FOR MALE & FEMALE  
UMPIRES**



**PLEASE CHANGE  
RESPECTFULLY & MODESTLY  
IN ALLOCATED SPACES &  
REMAIN CLOTHED IN SHARED  
SPACES**



**ON GAME DAY, ENSURE A  
DEDICATED SPACE IS  
AVAILABLE FOR UMPIRES TO  
MEET PRIOR TO & DURING  
THE GAME**



**BE AWARE & RESPECTFUL  
OF THOSE AROUND YOU  
AT ALL TIMES**



Scan to learn more or provide feedback.

Resource to be read in conjunction with your State or Territory Child Safeguarding Policy.

## RESULT OF MATCH

Grade \_\_\_\_\_ Date \_\_\_\_\_

	CLUB		CLUB
	GOALS	BEHINDS	
1st Qtr	/	/	/
2nd Qtr	/	/	/
3rd Qtr	/	/	/
4th Qtr	/	/	/
TOTAL	/	/	/

GOAL UMPIRE SIGNATURE \_\_\_\_\_

To be completed and signed by each goal umpire. Place with match papers in envelope.

GOAL UMPIRE SIGNATURE \_\_\_\_\_

To be completed and signed by each goal umpire. Place with match papers in envelope.

## RESULT OF MATCH

Grade \_\_\_\_\_ Date \_\_\_\_\_

	CLUB		CLUB
	GOALS	BEHINDS	
1st Qtr	/	/	/
2nd Qtr	/	/	/
3rd Qtr	/	/	/
4th Qtr	/	/	/
TOTAL	/	/	/

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Grade \_\_\_\_\_ Date \_\_\_\_\_

	CLUB		CLUB
	GOALS	BEHINDS	
1st Qtr	/	/	/
2nd Qtr	/	/	/
3rd Qtr	/	/	/
4th Qtr	/	/	/
TOTAL	/	/	/

GOAL UMPIRE SIGNATURE \_\_\_\_\_

GOAL UMPIRE SIGNATURE \_\_\_\_\_

## RESULT OF MATCH

Grade \_\_\_\_\_ Date \_\_\_\_\_

	CLUB		CLUB
	GOALS	BEHINDS	
1st Qtr	/	/	/
2nd Qtr	/	/	/
3rd Qtr	/	/	/
4th Qtr	/	/	/
TOTAL	/	/	/

GOAL UMPIRE SIGNATURE \_\_\_\_\_

To be completed and signed by each goal umpire. Place with match papers in envelope.

GOAL UMPIRE SIGNATURE \_\_\_\_\_

To be completed and signed by each goal umpire. Place with match papers in envelope.





### VOTING CARD



DATE \_\_\_\_\_ GRADE \_\_\_\_\_

MATCH \_\_\_\_\_ V \_\_\_\_\_

3 VOTES \_\_\_\_\_ CLUB \_\_\_\_\_

2 VOTES \_\_\_\_\_ CLUB \_\_\_\_\_

1 VOTE \_\_\_\_\_ CLUB \_\_\_\_\_

\_\_\_\_\_  
UMPIRE 1                      UMPIRE 2                      UMPIRE 3

To be completed and signed by each umpire. Place with match day paperwork in envelope.



### VOTING CARD



DATE \_\_\_\_\_ GRADE \_\_\_\_\_

MATCH \_\_\_\_\_ V \_\_\_\_\_

3 VOTES \_\_\_\_\_ CLUB \_\_\_\_\_

2 VOTES \_\_\_\_\_ CLUB \_\_\_\_\_

1 VOTE \_\_\_\_\_ CLUB \_\_\_\_\_

\_\_\_\_\_  
UMPIRE 1                      UMPIRE 2                      UMPIRE 3

To be completed and signed by each umpire. Place with match day paperwork in envelope.



### VOTING CARD



DATE \_\_\_\_\_ GRADE \_\_\_\_\_

MATCH \_\_\_\_\_ V \_\_\_\_\_

3 VOTES \_\_\_\_\_ CLUB \_\_\_\_\_

2 VOTES \_\_\_\_\_ CLUB \_\_\_\_\_

1 VOTE \_\_\_\_\_ CLUB \_\_\_\_\_

\_\_\_\_\_  
UMPIRE 1                      UMPIRE 2                      UMPIRE 3

To be completed and signed by each umpire. Place with match day paperwork in envelope.



### VOTING CARD



DATE \_\_\_\_\_ GRADE \_\_\_\_\_

MATCH \_\_\_\_\_ V \_\_\_\_\_

3 VOTES \_\_\_\_\_ CLUB \_\_\_\_\_

2 VOTES \_\_\_\_\_ CLUB \_\_\_\_\_

1 VOTE \_\_\_\_\_ CLUB \_\_\_\_\_

\_\_\_\_\_  
UMPIRE 1                      UMPIRE 2                      UMPIRE 3

To be completed and signed by each umpire. Place with match day paperwork in envelope.

# TIMEKEEPER SHEET



(HOME) \_\_\_\_\_ VS (AWAY) \_\_\_\_\_

GRADE: \_\_\_\_\_

DATE: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Club: \_\_\_\_\_

Timekeeper Name: \_\_\_\_\_

TEAM		No.	QTR	TIME	DETAILS OF INCIDENT
HOME	AWAY				
<input type="checkbox"/>	<input checked="" type="checkbox"/>	88, 4	1 <sup>st</sup>	19:32	Jumper change: 4 to 38
<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>				

COMMENCEMENT OF MATCH	
<input type="checkbox"/>	Umpires on Field (Time)
<input type="checkbox"/>	Home Team on Field (Time)
<input type="checkbox"/>	Away Team on Field (Time)
<b>AFTER HALF TIME</b>	
<input type="checkbox"/>	Umpires on Field (Time)
<input type="checkbox"/>	Home Team on Field (Time)
<input type="checkbox"/>	Away Team on Field (Time)
<input type="checkbox"/>	1 <sup>st</sup> QTR Commenced (Time)
<input type="checkbox"/>	Finished (Time)
<input type="checkbox"/>	2 <sup>nd</sup> QTR Commenced (Time)
<input type="checkbox"/>	Finished (Time)
<input type="checkbox"/>	3 <sup>rd</sup> QTR Commenced (Time)
<input type="checkbox"/>	Finished (Time)
<input type="checkbox"/>	4 <sup>th</sup> QTR Commenced (Time)
<input type="checkbox"/>	Finished (Time)

## How to Fill Out This Form

When the following incidents occur, please fill out the 'Incident' table:

- Stretcher being called
- Player changing jumpers due to a blood rule
- Red, Yellow or White cards
- Guernsey number change
- Player leaves the ground outside of the interchange area

**This sheet must be given to the umpires at the conclusion of the match**

Record any additional notes from the match (players leaving boxes early, boxes not marked etc. in the space provided)

**NOTES:** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

### REMINDER

**Yellow Card** – Player off for 15 min of elapsed time (excluding breaks). Can be replaced instantly.

**Red Card** – Player off for the remainder of the match. Can be replaced after 15 min of elapsed time (excluding breaks).

**White Card** -1<sup>st</sup> card warning to coaching box, 2<sup>nd</sup> card is 50m free kick, 3<sup>rd</sup> is RED card - coach reported & ejected from box, and 50m freekick

**Stretcher** – When a stretcher is called for an injured player, the player may not return to the field for 20 min of elapsed time (excluding breaks).

# Interchange Gates

