



**QUEENSLAND**

**GROUND MARSHALL**

**GUIDE**



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# THE ROLE

**The Home Club shall be responsible for crowd control through their Ground Marshall at all official league matches.**

## **Ground Marshall (minimum 1 required)**

- Home/hosting club/s must supply a Ground Marshall
- Must wear **ORANGE** bib (available from AFLQ)
- Must wear enclosed footwear
- Must remain **outside** the playing arena patrolling crowd behaviour, unless they are attending an incident involving the 2 coaches boxes.
- Act as an Umpire escort, responsible for escorting Umpires on and off the ground at the start, half-time and end of the match
- Must be a minimum of 18 years of age
- Ensure that games commence at designated times, in consultation with Umpires
- Ensure a First Aid Officer and stretcher are in place
- Be the point of contact for information for visiting teams as well as Umpires
- Oversee the Code of Conduct on match day and report any breaches to AFL Queensland
- Recommended to have had completed the AFL Queensland Ground Marshall accreditation
- It is important that Ground Marshalls conduct themselves in a firm, polite manner and are not overly officious when speaking to people regarding breaches of the Code of Conduct

**It is important to note that the Ground Marshall duties/responsibilities are to assist/contribute to the quality management of AFL Queensland match days. Ground Marshall's should reflect the positive aspects of the Code of Conduct, they should be able to provide a pro-active service to all participants on game day.**

# QUICK LINKS

**Marsh Checklist**



**Incident Report**



**Accreditation**



## Seniors



## Junior & Youth



# CHECKLIST

## Before the Game

- **Marsh Game Day Checklist** - complete if 1st game of the day
- **Field Markings** - coaches boxes and interchange marked out.
- **First Aid** - confirm provider, equipment and stretcher in place.
- **Coaches Box** - only Coach, Assistant Coach/s, Manager and interchange players in box, all wearing enclosed footwear.
- **Scoreboard Attendant, Siren & Timekeeper** - available, understand their role and in place.
- **Footwear** - every game day volunteer is in enclosed footwear.
- **Umpires** - introduce yourself to Umpires 15 minutes prior to game and be prepared to escort them to the oval.
- **Ground Marshall** - wear **ORANGE** GM bib and ensure games start on time.

## During the Game

- **Behaviour** - monitor spectators and coaches boxes for breaches of Code of Conduct.
- **Umpires** - be visible to provide assistance as needed. Escort Umpires to and from the oval for half time break and provide them with water.
- **Red Cards** - escort any red carded players from the vicinity for the remainder of the game.
- **White Cards** - relay information on behalf of the umpire to the relevant coaches box if white card is presented.
- **First Aid** - assist if called upon by First Aid provider, coordinate emergency services if needed.

## After the Game

- **Umpires** - once 'all clear' given, escort the Umpires from the oval.
- **Team sheets** - ensure you sign both copies.
- **Red Cards** - escort any red carded players, along with Team Manager, to the Umpire room no later than 10 minutes after completion of game.
- **GM Incident Form** - to be completed for any breaches of Code of Conduct, unreasonable behaviour or incidents that require follow up from AFLQ, forward to your Club/Competition Manager.

**Ground Marshall duties are to contribute to the quality management on game day. Reflect the positive aspects of the Code of Conduct and provide a proactive service to participants on game day.**

# COACHES & ASSISTANT COACHES

## **Applies: All Age Groups**

- Coaches and Assistant Coaches must be registered and accredited in accordance with the AFL National Coaching Accreditation Policy.
- Coaches and Assistant Coaches must abide by the AFL Coaches Code of Conduct.
- Coaches and Assistant Coaches must abide by the decision of the officially appointed First Aid Officer, if the advice from the First Aid Officer is that a player needing first aid must **not** continue playing.

## **Applies: Youth Football (13s - 17s)**

- Coaches and Assistant Coaches must remain in the designated Coach's Box or designated Coach's area and are only permitted on the playing surface during authorised breaks.
- Coaches and Assistant Coaches **must** be wearing their officials lanyard in accordance with the AFL Queensland Community Competitions Rules & Procedures.

## **Applies: Junior Football (8s - 12s)**

- Coaches and Assistant Coaches are permitted to remain on the playing surface during play (one Coach/Assistant only at one time.)
- Coaches and Assistant Coaches must be wearing their officials lanyard in accordance with the AFL Queensland Community Competitions Rules & Procedures.

**Junior & Youth - 1 x Coach, 1 x Assistant Coach**  
**Senior - 1 x Coach, 3 x Assiatnt Coach**

# MANAGERS

## **Applies: All Age Groups**

- Team managers must remain within the designated Coach's Box or Coach's Area unless they are required to manage a player who has been ordered off the playing surface.
- Team managers **must** be registered through PlayHQ and be listed on the official match day team sheet.
- Team managers must abide by the National Community Football Policy as well as the AFL Queensland Community Competitions Rules & Procedures.
- At the end of game, communicate with the Umpires to obtain the "all clear" (confirming whether there are any reports)
- Where an "all clear" has not been received, move to the Umpire's room to obtain the report within 10 minutes of the completion of the match.
- Advise all relevant parties of a report including player(s), official(s) involved, player(s) parent/guardian and the Club President.
- Assist the Ground Marshall in controlling spectator behaviour for your respective club.

**Junior & Youth - 1 x Team Manager**

**Senior - 1 x Team Manager**

# RUNNERS

## Applies: All Age Groups

- Team Runner **must** wear **Pink Bib** (Youth) with either a club polo shirt or club hat or **Pink Shirt and Shorts** (Seniors)
- Team Runner may only enter the playing surface to deliver messages from the Coach.
- Team Runner shall run directly to the player(s) in question, deliver the message and then proceed directly from the playing surface back to the coach's box or designated area.
- **At no time** is a Team Runner permitted to perform the duties of a Water Carrier.
- Team Runner **must** have their name on the match day official team sheet (printed copies as well as on PlayHQ)
- Team Runner must abide by the National Community Football Policy as well as the AFL Queensland Community Competitions Rules & Procedures.

**Junior & Youth - 1 x Team Runner**  
**Senior - 1 x Team Runner**

# WHITE CARDS

## Applies: All Age Groups

- During breaks in play (QTR time etc) Ground Marshall will meet with the Umpires.
- Umpires will advise if a white card has been issued and why it had been issued.
- This information will then be relayed to the coaches box **by** the Ground Marshall.
- Ground Marshalls will need to be aware that they are just delivering the information, not putting themselves in a situation arguing with the coaches box on why it was issued.



# WATER CARRIERS

## Applies: Seniors

- A maximum of four (4) names may be entered on the official match day team sheet (printed copies and in PlayHQ)
- Water Carriers may only enter the playing surface when there is a shot for goal, a goal or behind is kicked, or when there is a break in play and not whilst the game is in progress.
- After delivering water, the Water Carriers **must** leave the playing surface by the most direct route and remain behind the boundary line.
- If not delivering water, the Water Carriers **must** stay off the playing surface behind the boundary line.
- Water Carriers must be a suitable age for the age group.
- At no time are the Water Carriers to deliver messages to players.
- Water Carriers are **not** permitted to enter the coach's box at any time during play.
- Water Carriers must abide by the National Community Football Policy as well as the AFL Queensland Community Competitions Rules & Procedures.

## Applies: Seniors

- Water Carriers must wear a pink bib as well as either a club polo or club hat.

**Seniors - 4 x Water Carrier Permitted**

# GOAL UMPIRES

## **Applies: All Age Groups**

- If a Goal Umpire is not appointed, each team must supply one (1) Goal Umpire for the match.
- The Goal Umpire must be of a suitable age for the particular age group.
- The Goal Umpire must wear a Light Blue bib.
- Goal Umpires must be supplied with goal flags and an official AFLQ scorecard.
- Goal Umpires must wait for the field umpire to signal “all clear” before they signal a goal or behind.
- At any given time, only one (1) person is permitted behind the goal area.
- Goal Umpires are required to score in an official AFLQ scorecard and must confer with each other at every break and wave the flags to the scoreboard attendant to confirm their concurrence with the scoreboard.
- If a discrepancy occurs, the matter is then referred to the Competition Manager. This procedure applies to all matches.
- The Goal Umpire must have their name entered on the official match day team sheet (printed copies and in PlayHQ) and official AFLQ scorecard.
- Goal Umpires must abide by the National Community Football Policy as well as the AFL Queensland Community Competitions Rules & Procedures.

**Junior & Youth - 1 x Goal Umpire from each team if no league umpire appointed**

**Senior - 1 x Goal Umpire from each team if no league umpire appointed**

# CLUB FIELD UMPIRE

## **Applies: All Age Groups**

- Club Field Umpire must be of a suitable age for the particular age group.
- Club Field Umpire's must wear green Club Umpire uniform.
- Club Field Umpire must complete Club Umpire training, as directed by the Competition Manager prior to taking the field for the first time.
- Club Field Umpires are not permitted to order players from the field however, may report a player/offical through the "Referral of Incident" process.
- Club Field Umpires **must** complete all match day paperwork as required from the Competition Manager.

# TIMEKEEPER

## **Applies: All Age Groups**

- At any season fixtured match, it is desirable that each team supply one (1) Timekeeper.
- Timekeepers must agree on the time prior to the siren being sounded. The siren must sound until acknowledgment by the field umpire(s).
- Timekeeper must be a suitable age.
- Timekeeper must abide by the National Community Football Policy as well as the AFL Queensland Community Competitions Rules & Procedures.

## **Applies: Seniors**

- Timekeepers must completed an offical AFLQ timesheet. This must be submitted to the umpire at the conclusion of the fixture.

# RESOLVING CONFLICT

## STOP

- Asses the risk and situation as you approach
- Decide whether to send for assistance.
- Stay open minded, intending to defuse the situation.
- Don't argue, accuse or tell them to "calm down".

## LOOK

- Are they intoxicated?
- Are their expectations of the Umpire, Coach, Player or Club to high?
- Is something or someone in the vicinity exasperating the situation?
- Am I the focus of their anger?
- Has the person displayed aggression towards and individual or group?
- Is it likely that the person will physically and/or mentally harm you or others?
- Do you think that the situation is more appropriate for the police?

## LISTEN

- Receive other people's comments without interruption.
- Show empathy and use statements carefully.
- Validate and clarify.
- Be quiet.

## RESPOND

- Remain calm and keep your language short and simple.
- Use non-threatening body language and tone of voice.
- Very rarely is using the word "no" going to get you very far with the public.
- It is better to say "I need" or "we need" rather than "you must" or "you have too"
- Learn to feel comfortable with phrases such as "I can help you better if...." "I need you to help me by slowing down just a little bit..."

# RESOLVING CONFLICT

## In Summary:

Listen to what the problem is for them.

State what the problem is for you.

Focus on the problem, not the person.

Look for answers so everyone gets what they need.

If the situation cannot be resolved in a rational manner,  
report the incident.

# WHO IS RESPONSIBLE FOR DEALING WITH AN INCIDENT

Coaches, Officials and Ground Marshalls want to put a stop to poor game day behaviour at junior footy through Queensland but are often unsure of what they can do to intervene and who is responsible for what.

## **Reporting of Inappropriate Behaviour**

### **Responsibility of EVERYONE**

Behaviour that contravenes the National Community Football Policy as well as the AFL Queensland Community Competitions Rules & Procedures should be reported to the Ground Marshall. Any person who is unsure who the Ground Marshall is should report to a Club committee member for guidance.

## **Approaching the Offender**

### **Responsibility of Ground Marshall/Committee Member**

The Ground Marshall, in the first instance, should approach the offender, this prevents the situation escalating.

## **Issuing a Warning**

### **Responsibility of Ground Marshall/Committee Member**

The first time a person breaches the Code of Conduct, they may be issued with a verbal warning. The person may not be aware that their behaviour is unacceptable and should be reminded of their obligations to the Code of Conduct.

## **Suspending Play**

### **Responsibility of the Umpire**

The Umpire may suspend play and refuse to restart until appropriate action has been taken. They may request that a person is removed from the sideline, play not restart until that person has left the vicinity.

# WHO IS RESPONSIBLE FOR DEALING WITH AN INCIDENT

## Removing People from the Field of Play or Venue

### Responsibility of the Ground Marshall

The Umpire should communicate directly and immediately with the Ground Marshall when a red card has been shown to a player. The player will be escorted from the vicinity, for the remainder of the game, by the Ground Marshall. Removing a spectator or parent from a venue is often far more difficult due to the majority of grounds being Council owned and members of the public having right of use. A Ground Marshall can speak with those making the disturbance and ask them to settle down or move away from the area they are located. Alternatively, if there is a disturbance and those involved refuse to leave, the Police should be called for assistance.

## Involving the Police

### Responsibility of Ground Marshall/Committee Member

If a person feels the behaviour of another constitutes a criminal act, the Police should be notified immediately by the Ground Marshall or a Committee Member.

## Taking Disciplinary Action

### Responsibility of Club Committee/AFL Queensland

If the conduct is repeated or of a serious nature, the Club committee/AFL QLD may consider taking disciplinary action in accordance with the AFL QLD State Junior Football Rules & Regulations. This may result in mediation, suspension or expulsion. The issue may be escalated to AFL QLD for action.



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