



**BURWOOD**

**CRICKET**

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# 1. INTRODUCTION

Welcome and congratulations on being part of Burwood Cricket Club!

The purpose of this handbook is to provide information and guidelines for all players, members, parents and club associates of the standards of conduct expected when representing Burwood Cricket Club on and off the field.

All players, members, parents and Club associates are encouraged to read the enclosed information thoroughly and to ensure that this document is considered as part of your playing/practice equipment and remains in your possession for referral.

Players, both junior and senior are to read the contents enclosed and refer to as required.

Your 2022/23 Burwood Cricket Club Committee members are listed below. Should you have any questions during the season, please do not hesitate to contact the appropriate committee member.

We wish you all the very best and hope you enjoy the upcoming cricket season.

CONTACT	POSITION HELD	CONTACT DETAILS
Kate Bellamy	President	<a href="mailto:kbellamyburwoodcc@gmail.com">kbellamyburwoodcc@gmail.com</a>
John Edgar	Vice President (Seniors)	<a href="mailto:johnedgarburwoodcc@gmail.com">johnedgarburwoodcc@gmail.com</a>
Thomas Reeh	Vice President (Juniors)	<a href="mailto:thomaswreeh@gmail.com">thomaswreeh@gmail.com</a>
Carol Pearce	Secretary	<a href="mailto:carolap@unimelb.edu.au">carolap@unimelb.edu.au</a>
Stuart Getley	Treasurer	<a href="mailto:stugetley@bigpond.com">stugetley@bigpond.com</a>
Mal Fielden	Committee	

# 2. ABOUT THE CLUB

## VALUES

Burwood Cricket Club is ONE club. This means we hold the following values and are constantly guided by them:

- We are relentless in our pursuit of improvement and success.
- We strive to develop an atmosphere that is conducive to cricket success.
- We have a strong focus on developing local cricket. We base recognition and promotion on consistent performance.
- We value open and honest communication.
- We will foster an environment of support and encouragement where we are able to enjoy each other's successes.
- We aim to be a club that promotes and supports the aspirations of players aiming to play at a higher level, and to support those returning from a higher standard of cricket.

## VISION

We, at Burwood Cricket Club, will:

- Provide a safe and friendly environment for cricketers, support staff, family and friends.
- Be renowned as the most consistently competitive cricket club in all associations in which we compete.
- Be recognized as the preferred senior cricket club in our area.
- Be perceived by our competitors as a worthy opponent whenever we play.
- Develop a strong junior selection of the club to ensure ongoing development and success, either at Burwood or at higher levels of cricket.
- Provide first class social facilities for all players, families, visiting clubs and

## CLUB CULTURE

To play at any club is a privilege and one that all players deserve. A number of "Golden Rules" have been endorsed by Burwood Cricket Club:

- Play with passion, intensity and respect at all times.
- Do your very best and play within the spirit of the game.
- Always feel that you are an integral part of the club and ensure others are included as part of Burwood Cricket Club.
- Give 100% support to your captains, team mates and club, both on and off the field.
- Actively seek or provide assistance on and off the field.
- Take responsibility to make your team and the club the most enjoyable it can be.
- Players and non-players are to treat the clubrooms and visitors with a courteous, respectful manner; i.e. noting dress code, language and behavior.
- Players are to monitor the safety of visitors, particularly children and elderly members, and take appropriate action to avoid matters of concern.
- Players are asked and expected to assist in the running/maintenance of Burwood Cricket Club on an ongoing basis.
- Players are to assist with bringing in chairs, scoreboards, tables and any equipment after practice and game days.
- Players are expected to clean and maintain home, away and umpire rooms.
- Players are expected to put out ropes and covers when required.

## CRICKET ETIQUETTE

Burwood Cricket Club supports the tradition of the game as follows:

- All players are bound by and agree to uphold, and have read, the ECA Code

- On dismissal, all batsmen and batswomen are to depart immediately and without protest.
- In times of success or disappointment, players are expected to control their language and behavior directed at teammates, opposition, umpires and spectators, while not using offensive language under any circumstances.
- The Captain is to lead the side onto the field and off the field at the beginning of the day and end of the day.
- When viewing the game as a player, when Burwood Cricket Club is batting, appropriate uniform is to be worn and players are to sit together as a team.



## CLUB NON-NEGOTIABLES

<u>Means</u>	<u>Outcomes</u>
<u>Club Training</u> To be the best you can and maximise you and your team's ability by attending, and encouraging teammates to also attend, all nominated club training sessions, organising extra training sessions if required and training at or near to capacity in all areas. Seeking constant improvement for you and your team.	Maximising improvement in personal cricketing skills/setting club standards and benefiting the team and club through better on field results.
<u>Match Day</u> Turning up on time and being 'ready to play'/attend in a timely way to all match day duties, either playing home or away/acting as a representative of the club and following Burwood Cricket Club and Associations codes of conduct. Preparing ground and rooms for next game by cleaning and closing facilities [ropes, covers, cones, seating, tables, ball fund, drinks, payments, scorer, scoreboard]	Better individual and team performance, sportsmanship, preparation for the match and smooth match day functions.
<u>Social</u> Organising, contributing, promoting and participating in club social events;	Member harmony and bonding building on club culture.
<u>Recruitment</u> To actively seek out and recruit players to all levels of the club;	More competitive senior teams and opportunities for junior teams to develop their skills by learning from others.
<u>Whole Club</u> Financial – pay subs on time and	proper and orderly club



# 3. JUNIORS

## COACHING/TEAM MANAGING

The club's aim is to provide at least one coach and one or more team managers to each team. In addition, all coaches and team managers will complete a "Working With Children Check" – for further details please refer to [www.justice.vic.gov.au/workingwithchildren](http://www.justice.vic.gov.au/workingwithchildren)

## TRAINING TIMES

Training times/night will be dependent on the availability of the coach and the nets (which is also subject to team numbers).

Typically training will commence around 4:30/5:00pm through to 6:00/6:30pm on Monday or Wednesday at Burwood Reserve or Hartwell Reserve (Bath Rd) for U10, U12 and U14 Boys, U16 and U18 boys will train at Burwood Reserve on Tuesday evening with the seniors. Junior girls train on Mondays from 5-6pm.

## TEAM COMPOSITION

In order to ensure that all players can maximise their Club cricketing opportunities in batting, bowling and fielding, our aim is for teams to consist of no more than 13 players. Accordingly, players registering late may jeopardise their chances of selection, which will be subject to availability.

## TEAM SELECTION

If multiple teams exist within:

- The U10 age groups, school and friendship groups will be the primary consideration when selecting teams.
- The U12 and U14 age group, a combination of school/friendship groups and skill level will be used to select teams. This is largely due to the significant

## CLOTHING AND EQUIPMENT

Each U10, U12 and junior girl's team will have its own kit bag, with helmets (compulsory for juniors while batting and keeping under ECA rules), pads, gloves and bats for those without gear. U14 and U16 players will need to provide their own equipment.

A cap with the club logo will be provided to every new player as part of their registration fees. All players must provide their own cricket pants. To promote a team environment, we encourage all players to purchase a club logo playing shirt, available from the Merchandise section of the BCC web site [www.burwoodcricketclub.com](http://www.burwoodcricketclub.com). It is also expected, for hygiene reasons, that each player has their own box (where required) and water bottle.

## SUN PROTECTION

Players are expected to be aware of the dangers of exposure to the elements – particularly the sun. The club actively encourages and promotes that all players wear sun protection, including but not limited to a hat and sunscreen. Sunscreen is provided in our club rooms.

## 2022/23 SEASON TIMES & DATES

Dates are subject to finalisation by the Eastern Cricket Association in Inner East Girls Competition, but are likely to be:

Under 10 & 12 – Saturday mornings between 8:30am & 11:30am. Dates TBA.

Under 14 & 16 & U18 – Friday nights between 5:00pm & 8:05pm. Dates TBA.

Junior Girls – Wednesday nights between 5:00pm & 8:05pm. Dates TBA.

U12A, U14, U16 and U18 boy's finals played throughout March. Junior Girls finals Dec/Mar. The fixture detailing the venues for each game will be available on

## CODE OF CONDUCT

In keeping with “Player Values” and the “Spirit of Cricket as a Sport”, below are conduct guidelines expected by all players, coaches, parents, spectators and officials who are ambassadors of our Club. The Codes are consistent with those of Cricket Victoria.

### *Parent/Guardian Code of Conduct*

- Respect the rights, dignity and worth of others.
- Remember that your child participates in sport for their own enjoyment, not yours.
- Focus on your child’s efforts and performance rather than winning or losing. Encourage children to participate regardless of ability.
- Never ridicule or yell at your child and other children for making a mistake or losing a competition.
- Show appreciation for good performance and skillful play by team mates and opposition players.
- Demonstrate a high degree of individual responsibility especially when dealing with or in the vicinity of persons under 18 years of age, as your words and actions are an example.
- Respect officials’ decisions and teach children to do likewise.
- Do not physically or verbally abuse or harass anyone associated with the sport (player, coach, umpire etc).
- Respect the rights, dignity and worth of every young person regardless of their gender, ability, cultural background or religion.
- Be a positive role model.
- Understand the repercussions if you breach, or are aware of any breaches of, this code of Conduct.
- Be punctual to games and training. Inform your coach/manager of your child's absence as soon as possible

## *Player Code of Conduct*

- Respect the rights, dignity and worth of players, coaches, officials and spectators.
- Do not tolerate acts of aggression.
- Respect the talent, potential and development of players and competitors.
- Care for and respect the equipment provided to you as part of your program.
- Be frank and honest with your coach concerning illness and injury and your ability to train fully within the program requirements.
- At all times avoid intimate relationships with your coach.
- Conduct yourself in a professional manner relating to language, temper and punctuality.
- Maintain high personal Conduct standards at all times.
- Abide by the rules and respect the decision of the official, making all appeals through the formal process and respecting the final decision.
- Be honest in your attitude and preparation to training. Work equally hard for yourself and your team.
- Cooperate with (volunteer) coaches and staff in development of programs to adequately prepare you for competition at the highest level. Without them you could not participate.

## *Spectator Code of Conduct*

- Respect the decisions of officials and teach young people to do the same.
- Never ridicule or scold a young player for making a mistake. Positive comments are motivational.
- Condemn the use of violence in any form, whether by spectators, coaches, officials or players.
- Show respect for your team's opponents. Without them there is no game.

## *Coach Code of Conduct*

- Do not tolerate acts of aggression.
- Provide feedback to players and other participants in a manner sensitive to their needs. Avoid overly negative feedback and focus on the positives.
- Recognise players' rights to consult with other coaches and advisers. Cooperate fully with other specialists (for example, doctors and physiotherapists).
- Treat all players fairly within the context of their sporting activities, regardless of gender, race, place of origin, athletic potential, colour, sexual orientation, religion, political beliefs, socio-economic status and other conditions.
- Encourage and facilitate players' independence and responsibility for their own Conduct, performance, decisions and actions.
- Involve the players in decisions that affect them.
- Encourage players to respect one another and to expect respect for their worth as individuals regardless of their level of play.
- Ensure that the tasks and/or training set are suitable for age, experience, ability, and physical and psychological conditions of the players.
- Ensure any physical contact with players is appropriate to the situation and necessary for the player's skill development.
- Be acutely aware of the power that you as a coach develop with your players and avoid any sexual intimacy with players that could develop as a result.
- Avoid situations with your players that could be construed as compromising.
- Actively discourage the use of performance enhancing drugs, and the use of alcohol, tobacco and illegal substances.
- Do not exploit any coaching relationship to further personal, political or business interests at the expense of the best interest of your players.
- Accept and respect the role of officials in ensuring that competitions are conducted fairly and according to established rules.

## *Official's Code of Conduct*

- Place the safety and welfare of the players/participants above all else.
- Accept responsibility for all actions taken.
- Be impartial.
- Avoid any situation that may lead to a conflict of interest.
- Be courteous, respectful and open to discussion and interaction.
- Value the individual in sport.



# 4. SENIORS

## TRAINING

### *Attire*

The following are standard requirement in ensuring that you are always well presented and players are requested to wear the following uniform whilst training:

- Club training shirt
- Tracksuit pants or club shorts
- Cricket or training shoes

### *Warm Up*

Players are expected to complete warm up activities to assist muscle preparation and lower injury possibility. These may be completed as a group or individually dependent on the situation of training. They should include a light run followed by stretching.

## TEAM SELECTION

### *Selection Panel*

The selection committee consists of the Chairman of Selectors, Club Coach and Captains.

### *Selection Criteria*

- Training attendance, form, skill set, team balance, availability, discipline,

## *Selection Process*

- All teams will be selected in the following order – 1st XI, 2nd XI, 3rd XI and 4th XI.
- There will be a focus in the 3rd XI to develop emerging junior talent.
- Players will also be selected based on team balance which may not necessarily be reflective of form.

## *Missing Games*

- Selection Meetings will be held after training every week before a new game.
- All Captains are expected to attend or have notified the Coach of their selections by the appointed and agreed upon time.
- When selection is only required for the 4th XI, the Coach and 4th XI Captain will either meet or liaise via phone/email to select the side.
- Sides will be selected by Thursday subject to confirmation and announcement after training on Thursday prior to the beginning of a new game.

## *Discussions Regarding Selection*

- Any player who has a query regarding the selection needs to raise it with their Captain, in a mature and reasonable manner. If required the Captain will then escalate the matter to the Coach where the matter will be discussed and resolved.
- *Please do not raise your concerns with others, including via social media – this is in line with Burwood Cricket Clubs policy and non-negotiables.*

## MATCHES AND MATCH DAY

### *Player Responsibility*



If a player is reported, so is the Captain. Captains are fully responsible for each member of their team and often will incur the same penalties as the offending player. Please be mindful of how your actions may impact others.

### *Captain and Vice Captain Responsibility*

- Set examples both on match days and at training.
- Communicate openly with players.
- Ensure that Burwood Cricket Club is always represented in an appropriate manner.
- Captains to provide 11 players they wish to have in their side and ensure all players are available.
- Encourage an environment of development, commitment and selflessness, where the team always comes before individuals.
- Captains and Vice-Captains are responsible for the completion of regular weekly activities.

### *Attire*

Burwood Cricket Club attire at all times should be of a standard that holds Burwood Cricket Club to the standards of their association. Players during match times are expected to be in the following attire:

- On field:
  - Men: white pants and shoes,
  - Women: game day uniform
  - Burwood Cricket Club match day shirt, tucked in.
  - Burwood Cricket Club cap or white wide brimmed hat.
- Warm ups and on sideline:
  - Burwood Cricket Club clothing.

### *Warm Up and Warm Down*

Players are ready to warm up on match day at the specified time by the Captain

# 5. GENERAL INFORMATION

## PROHIBITED CONDUCT

The behaviour below is not tolerated at Burwood Cricket Club and if conduct is deemed by the Club to be in direct breach of agreed code of conduct, disciplinary action may be taken as a result.

### *Racial and Religious Vilification*

- No person in their capacity as a spectator or participant shall engage in conduct that offends, humiliates, intimidates, shows contempt, ridicules, incites, threatens, disparages, vilifies or insults another person on the basis of that person's race, religion, colour, descent or national or ethnic origin.
- No person in their capacity as a spectator or participant shall intentionally engage in conduct that they know is likely to incite hatred against another person or threaten physical harm or incite hatred in others to cause physical harm to a person or to a person's property because of that person's race, religion, colour, descent or national or ethnic origin.

### *Racial and Religious Discrimination*

- No person in their capacity as a spectator or participant shall engage in conduct that discriminates, directly or indirectly, against another person on the basis of that person's race, religion, colour, descent or national or ethnic origin.

### *Victimisation*

- No person in their capacity as a spectator or participant shall victimize

## *Sexual Harassment*

- Sexual harassment is defined as any unwelcome conduct, including comments, attention or contact of any nature that a reasonable person would have anticipated would cause the person subjected to that conduct offence, humiliation or intimidation. Sexual harassment includes, but is not limited to, verbal, written or visual misconduct. Any form of harassment will be considered as a disciplinary matter and dealt with accordingly.
- Examples of sexual harassment include, but are not limited to:
  - The distribution or display of offensive pictures or written material
  - Repeated unwelcome requests for social outings or dates
  - Offensive comments about a person's physical appearance, dress or private life
  - Direct propositioning or subtle pressure for sexual favours
  - Jokes, intrusive questioning, messages or telephone calls of sexual nature
  - Leering or unnecessary familiarity or contact
  - Unwanted physical conduct
  - Sexual assault
- Difficulties can arise in determining what behavior constitutes going beyond the boundaries of what is considered acceptable. Care should be taken so as not to risk being misunderstood and in so doing become the subject of complaint. Any behavior must always be considered from the perspective of the person receiving it. Innocent intention is not a defense.

## *Smoking*

- Burwood Cricket Club enforces the Tobacco Amendment Act, 2016, which states that smoking is strictly prohibited during all junior games and is forbidden within 10 metres of the club house during senior games.



## SOCIAL MEDIA

Burwood Cricket Club acknowledges that users have the right to contribute content to public social media platforms including but not limited to Facebook, Twitter, Instagram, Snapchat, YouTube and MySpace. However, inappropriate use of such communications has the potential to cause damage to Burwood Cricket Club, club culture, players and non-players.

For that reason, the following applies to all players and non-players:

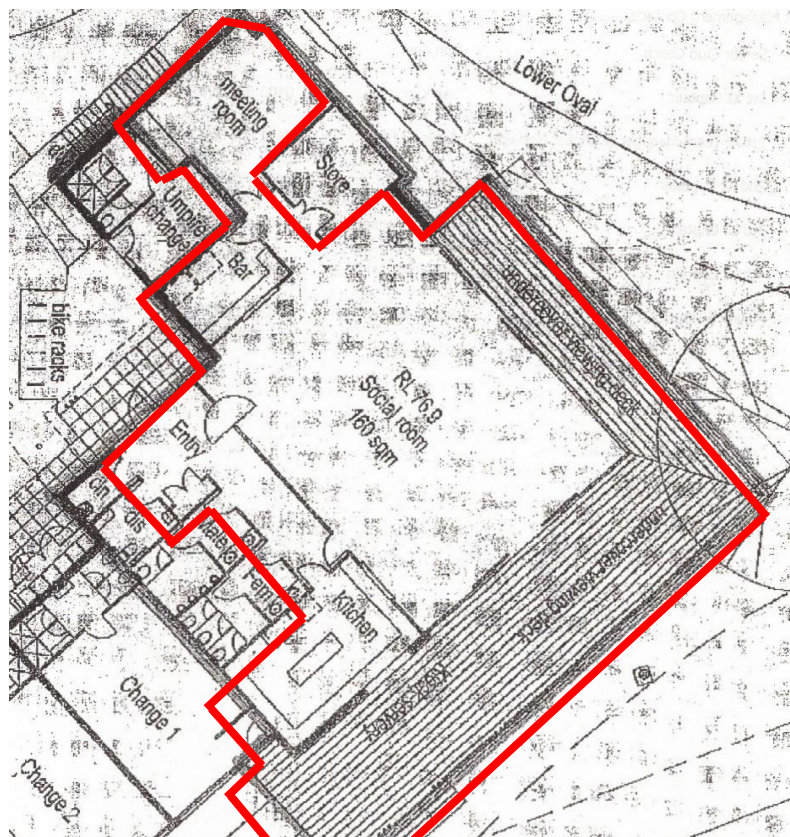
- Players must not post any material that may expose Burwood Cricket Club to any possible legal liability or reprimanded by any entity. Examples include, but are not limited to, comments or actions that may be, or be seen as, defamatory, discriminatory, sarcastic or derogatory.
- Differences of opinion are respected, and a professional manner is adhered to at all times.
- Players must be mindful of how they represent themselves on social networks. Lines between public, private, personal and professional are to be considered when communicating.
- Users may come across third parties trying to start negative conversations about Burwood Cricket Club, the wider Burwood Cricket Club family, other clubs or the ECA. Unless the user is a Burwood Cricket Club spokesperson (i.e. Executive Committee Member) they should at all times avoid reacting or responding to the comments themselves and IMMEDIATELY pass the information to a committee member who will then follow appropriate actions and raise this with the Executive Committee.
- Burwood Cricket Club reserves the right to post socially appropriate images of active players onto Burwood Cricket Club social media accounts, limited to Facebook, Instagram and Website.

## RESPONSIBLE ALCOHOL MANAGEMENT POLICY

The club recognizes that alcohol, when misused, can cause harm to others and therefore Burwood Cricket Club has adopted a Responsible Alcohol Policy to

## *Serving and Consumption of Alcohol*

- Alcohol will be served according to the requirements of the club's liquor license and in accordance with the safety and wellbeing of patrons.
- The bar will be staffed only by persons 18 years or older and by members that hold an Responsible Service of Alcohol certificate.
- The club will and proactively discourage excessive or rapid consumption of alcohol.
- The club will supply water for free of charge at all times where alcohol is served.
- **PERSONS CONSUMING ALCOHOL MUST DO SO STRICTLY WITHIN THE BOUNDARIES OF THE LIQUOR LICENSE, AS ATTACHED.**



## *Underage Drinking*

- Alcohol will not be served to minors.
- Staff will request proof of age, if required.
- Only photographic ID in accordance with all Australian liquor legislation will be accepted.

## *Safe Transport*

- Bar staff shall encourage members and visitors to make an alternative safe transport arrangements if they are considered to exceed .05 blood alcohol concentration.
- Telephone calls will be made free of charge to arrange a taxi or other transport.

## PAVILION CLEANING POLICY

- The City of Boroondara and the summer and winter tenant clubs have contributed to the construction of the pavilion at Burwood Reserve for the use of tenant clubs and members.
- Burwood Cricket Club is the summer tenant at Burwood Reserve
- Burwood aims to keep the pavilion clean and tidy to maximise the user and enjoyment of the pavilion.

## *Policy Coverage*

- The pavilion covers a large area including the home and away team change rooms on 2 levels, the social room, the kitchen, the bar, toilets and showers and umpire's rooms, the storage rooms and outside decking area.
- To ensure the pavilion is kept clean to an appropriate and acceptable standard. all members of BCC (seniors. iuniors and vets) are required to

- This is an adjunct and in addition to the Burwood Cricket Club members' responsibility to maintain the pavilion to an appropriate and acceptable standard.
- Training
  - At the conclusion of each training session, members are required to check the state of the pavilion and clean or tidy up and remove into the bins provided any rubbish in change rooms or elsewhere.
- Match Day
  - Prior to and after the match, members playing at Burwood Reserve are responsible to check the state of the pavilion in particular the home and away team change rooms and clean and tidy up and remove into the bins provided any rubbish in change rooms or elsewhere. Vice captains of any Burwood Cricket Club team playing at Burwood Reserve are responsible to oversee the cleaning of the change rooms for the team in which they play.
- Social Room
  - The Social Room is the focus of after training, match day, afternoon tea, after match and social events and must be kept clean and tidy at all times.
  - There is a NO spike rule in the social rooms which applies to every entrant and such rule is to be enforced by every member
  - Common sense applies to other footwear which might have dirt or mud and as such, any such footwear is to stay outside.

## POLICY COMPLIANCE

All players must read, understand and comply with the content of the handbook, as appropriate, including by not limited to the policies listed above. It is the player's responsibility to ensure that they understand their obligations in regards to the content of the handbook and policies.

### *Breaches*

### *Disciplinary Action*

- Should any member, player or person associated with Burwood Cricket Club contravene any of the above, they may be asked to appear before by a disciplinary committee selected by the Burwood Cricket Club Committee, where they may be subject to potential disciplinary action as determined by the disciplinary committee.

### *Committee Action*

- Burwood Cricket Club committee maintains the right to reject any application by any person made to play cricket and be a member of Burwood Cricket Club.

### *New Policies*

- Policies may be introduced and varied at the discretion of the Burwood Cricket Club committee. Burwood Cricket Club will be notified via the clubs website or any other means that bring the policy to the attention of members.

## PLAYER WELFARE

Burwood Cricket Club adopts a holistic model of care to our members. We recognise that there are circumstances where external factors may affect the mental clarity a player experiences when they are at our Club. We have robust systems in place to ensure all players feel a level of safety and support when they are with us.

### *Child Safety Officer*



## *Child Safe Standards*

There are eleven new Child Safe Standards that Burwood Cricket Club upholds:

Standard 1	Organisations establish a culturally safe environment in which the diverse and unique identities and experiences of Aboriginal children and young people are respected and valued
Standard 2	Child safety and wellbeing is embedded in organisational leadership, governance and culture
Standard 3	Children and young people are empowered about their rights, participate in decisions affecting them and are taken seriously
Standard 4	Families and communities are informed, and involved in promoting child safety and wellbeing
Standard 5	Equity is upheld and diverse needs respected in policy and practice
Standard 6	People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice
Standard 7	Processes for complaints and concerns are child focused
Standard 8	Staff and volunteers are equipped with the knowledge, skills and awareness to keep children and young people safe through ongoing education and training
Standard 9	Physical and online environments promote safety and wellbeing while minimising the opportunity for children and young people to be harmed

## *COVID-19 Policy*

The COVID-19 pandemic has changed the way we prepare to participate in the 2022/23 cricket season.

As was the case last season, the Burwood Cricket Club will continue to operate in accordance with the health advice provided by the Commonwealth and Victorian governments. The Club has developed a COVIDSafe plan that has been approved by the Boroondara Council. The plan will be updated as needed, with the safety and wellbeing of participants, supporters and volunteers remaining front of mind.

In addition, all training sessions and matches will operate in accordance with the guidelines established within Cricket Victoria's "Community Cricket Covid-19 Plan" and the Eastern Cricket Association's 2022/23 procedures and guidelines.



