



Oak Park Cricket Club – Strategic Plan 2018-22

VISION

To provide growth, leadership, success within our community engaging in the game of cricket

Guiding Principles

Honesty & transparency, family orientated, community minded, personal development,
inclusive of all groups



Oak Park Cricket Club Strategic Plan

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1 Executive Summary

The future success of Oak Park Cricket Club depends on strategic planning and developing an understanding of what success means for a community based club.

There are many factors that are equally important in addition to our on-field success in which our development program for our young players to mature into responsible adults within our community is foremost.

The Oak Park Cricket Club strategic plan has been developed by Sheree Thomas, Peter McNamara, Peter German, consolidated Sunday, 09/09/2018 at Oak Park Community Sports Association clubrooms in the presence of: Janine Lowerson, Mark Mackay, Shane O'Brien, Lisa Charlton, Peter Doolan, Lisa and Jesse Goodwin.

The Plan will be frequently reviewed and updated accordingly. All members of Oak Park Community Sports Association are encouraged to positively participate in contributing towards the ongoing development and success of cricket at Oak Park to maintain a welcoming, sustainable long term future for our community association.

The Plan is:

- Subject to ongoing assessment, review and updating;
- Intended to represent the aspirations, views and understanding of all members and stakeholders of Oak Park Cricket Club
- Consistent and complimentary to the extent practicable with the plans of Oak Park Community Sports Association (incorporating football, cricket, darts, angling clubs), Cricket Australia, Cricket Victoria, North West Metropolitan Cricket Association and Moreland City Council.



2 Oak Park Cricket Club History

After Oak Park Football Club successfully played their first senior season in the EDFL in 1960 it seemed a natural progression to start a senior cricket team in the 1960/61 Essendon District Cricket Association.

Key officials in our first year was H.C Norfolk (President), Fred Semmens (Secretary) and Keith Andrews doubled up as Captain of the team & (Treasurer).

Our first season we made the 'B' Grade Grand Final only to be beaten by Campbellfield however the season was a successful one with our keeper Keith Robinson winning the competition batting average with 39.0 plus he won the 'Doc' Thomas Memorial Keepers award.

We became a strong Cricket Club during the 60's with the club building its numbers to have 4 senior teams and then creating junior teams that would help build a strong competitive club.

We played in many Grand Finals and won our first 'A' Grade Premiership in 1968/69 and then went Back to Back with another victory in 69/70. The team had many champion sportsmen with Club Legend Geoff Whelan the pick of the big game players. His 8/55 in the 68/69 Grand Final rates as one of the all-time great performances. Along with Peter Davison as Captain, Keeper - Trevor McAlpine, Ray Davies, Kenny Boxshall, Alan Godden, Graeme Greeves, Graeme Gladman, Bob Robinson, Sandy Willie, 'Boofa' Miller and John Jarvis made up the bulk of the premiership teams.

Fred Semmens was possibly the most dominate cricketer during the 1960's with his 5 centuries but his double century (203n.o) in 61/62 was a highlight and an EDCA record at the time.

We had a patchy time during the 70's with numbers dropping however our junior teams were still having success with 8 premierships combined in the U/16's – U/14's – U/12's.

Early 80's we won Back to Back senior flags with a 'C' Grade flag in 80/81 and then 'B' Grade in 81/82 which got us back to 'A' Grade cricket (Luscombe Shield). We had mixed results until Ron Rooney got his hands on the senior team in the late 80's.

1989/90 was the year that it all came together with some of the best batsmen in the competition dominating. Garth Beasy was the stylish hard-hitting batsman and Keeper/Batsman Gary Matson won the competition Batting Average. Also Graham Matson, Peter Cartwright and Tony Ziegelaar could regularly find the boundary. Then our evergreen fast bowler John Swan and his side-kick Greg Batt ripped through Moonee Valley to take the 'A' Grade flag for the first time in 20 years.

Oak Park Cricket Club took on the challenge of moving to Turf Cricket in the Coburg District Cricket Association by merging with Clifton NST in 1990/91 (playing our home games at Brearley Reserve). It was very successful in the early part of the merger with finals and Grand Final appearances in all grades. However after 7 seasons in Turf we went back to our home ground and settled back on to the synthetic grass.

In 1996/97 we won the 'B' Grade Premierships with Tony Tsourdalakis & Steve Gleeson setting the team up with a record opening partnership of 211 against Kealba Green Gully. We then won 'B' Grade again in 00/01.

Since the early 2000's One Day cricket has dominated our club with some successful seasons and premierships in - 01/02, 02/03, 04/05, 09/10, 14/15, 16/17.

In recent year Oak Park CC has embarked on creating a new and positive junior program, which has seen outstanding result with two U/14 Premierships in 16/17 & 17/18 plus and U/12 flag in 16/17.

The senior team has once again put a two-day team on the park and in season 2017/18 where they played off in the 'B' Grade Grand Final.

Over the past 58 seasons we have won 17 Senior Premierships and 14 Junior titles plus many Competition Batting & Bowling Awards.



3 Mission Statement

Our cricket club will be based on strong ties to the community, be a place for children to learn cricket, parents to socialise, partners to enjoy. Develop a culture where players support the club and a place which they are proud of to invite family and friends.

Senior cricketers will be based on reward for effort, those who put in the effort to commit and train will be rewarded. Selection must always put the needs of the team ahead of the individual and our players must always abide by our code of conduct.

Junior cricketers are the underlying foundation upon which a cricket club is built. Our programs are to enable families to participate together and provide a vital link between parents and their children and help to build friendships as they enjoy the positive and memorable experiences associated with playing a team sport.

Our senior and junior coaches must be the best coaches we can access and we must seek to develop coaches within as well as seeking from externally.

Our cricket club must be run by many and not too few, members of the club, both playing and social, must be accountable for the success of the club and assistance through-out the year is expected from all.

Our club must excel financially. The club must be run for profit; not for convenience, social functions must be appropriate in number and well planned, Registration and game day payments paid on time. We must seek as many sponsors as we can and do everything we can to support them.

**“If not you, then who? If not now, then when?”
Steve Waugh, 1999 World Cup**



4 Our Values – T.E.A.C.H.E.R.

- T**eamwork Team orientated players
Team performance is as important as the individual performance
Work in partnership with each other
Encourage our teammates
Help out around the Club... initiate, don't wait to be asked
- E**xcellence Play hard, but play fair
Play to win, but also have fun
Always prepare to perform at your best
Encourage your teammates to do the same
- A**ccountability On field & Off field behaviour
Transparency advising non-availability to play before selection night
Registration and game day payments paid on time
- C**ommitment Commit to play all games
Be punctual to training and matches
Commit to play selected game in its entirety
Senior attendance to post game match report at clubroom
- H**onesty If umpiring, if it's out... then give it out
Know the rules and play by them
Do not steal from the Club, teammates, opposition, and guests
- E**njoyment Invite family and friends
Support the Club by attending club organised social functions
Support the juniors and the Club development program
- R**espect Respect yourself and your teammates
Opposition and their supporters
Umpires, officials & volunteers
Club facilities
Always show loyalty to your teammates and the Club



5 S.W.O.T Analysis

Strengths

- Long & proud history
- Strong sense of community
- Strong & growing junior program
- Subscriptions being paid promptly
- Parent involvement and enthusiasm

Weakness

- Inconsistent engagement in the local community
- Maintaining strong relationships with partners & sponsors
- Engagement with past players
- Club social activities not generally well supported by members of the Association
- Training facilities (nets) & pitch not the best standard

Opportunities

- Further develop a stronger coaching & training regime
- Strengthen development pathway for juniors transitioning to seniors
- Align junior development program with senior pathway direction
- Develop women's team – junior & senior age
- Create opportunities to better involve women in club activities
- Develop a long term Community engagement plan
- Develop & implement an annual social event calendar
- Develop plans to secure upgrades to ground & training facilities
- Promoting sponsorship recognition
- Optimise our relationship with Oak Park Community Sports Association to its full potential

Threats

- Loss of Junior talent to competing cricket clubs
- Loss of Junior talent to opposing sports
- Attraction & recruitment of players of all age groups & gender
- Rising cost of subscription payments due to increase costs in fielding individual teams
- Sustaining long term sponsorship



6 Strategic Priorities

6.1 Increase Participation

What we want to Achieve	Tasks to be undertaken
Field 6 Junior Teams Under 10s – 16s	<ul style="list-style-type: none"> * Retain existing players * Recruit new players * Market primary, secondary schools & social, digital media outlets * Australian Cricket Junior Pathway – Woolworths Cricket Blast, Stage 1, Stage 2, Stage 3
Field 1 T20 Blast Senior Team	<ul style="list-style-type: none"> * Invite existing players to participate * Recruit new players * Word of mouth
Field 4 Senior Teams	<ul style="list-style-type: none"> * Retain existing players * Communicate with lapsed players * Transition eligible Juniors into Senior sides * Recruit new players * Market local community, social, digital media outlets
Field 1 Veterans Team	<ul style="list-style-type: none"> * Communicate with Seniors eligible to play Vets * Communicate with lapsed players * Recruit new players * Word of mouth
Field 1 Senior Female Team	<ul style="list-style-type: none"> * Source female grant opportunities * Advertise locally, market social, digital media outlets * Word of mouth * Enter team in Female participant programs * Recruit & appoint Female Teams Coordinator
Field Junior Female Teams	<ul style="list-style-type: none"> * Under 11 & 13 & 15 girls teams * Flyer handout promoting girls in sport * Advertorials on social media, digital media outlets, local newspaper, primary schools * Word of Mouth * Enter team in Female participant programs
Assist Juniors transition into Senior Teams	<ul style="list-style-type: none"> * Junior Development Coach to be involved with junior coaches * Club Coach to coordinate senior cricketers to attend junior training session * Explore buddy program junior with a senior, mentoring * Seniors to have knowledge of junior progress – where they are on the ladder, personal achievements eg. 25 runs, show interest to our future successors * Encourage junior attendance to spectate at senior matches
Increase Woolworths Cricket Blast 5-8yrs participation numbers – girl focus	<ul style="list-style-type: none"> * Attend talk clinics with Cricket Victoria in local primary schools; Oak Park, Glenroy West. * Flyer handout promoting girls in sport. * Advertorials on social media and digital media outlets, local newspaper, local kindergartens * Word of mouth * Participate in school fete's
Ensure high level of player enjoyment	<ul style="list-style-type: none"> * Achieve success * Provide all players with opportunities * Honesty & transparency in selection process * Ensure players understand their playing role & responsibility * Quality training equipment



<p><i>Achieve on Field success</i></p>	<ul style="list-style-type: none"> * Structured training programs throughout the club * Selection of competitive, well balanced teams * Improve individual performance * Improve player commitment * Listen to player or parent concerns about player development, under achievement, private personal issues, teammate interference
<p><i>Display high level of respect</i></p>	<ul style="list-style-type: none"> * Respect teammates * Respect umpires, officials & volunteers * Respect opposition * Respect spectators * Respect equipment * Respect clubrooms
<p><i>Display high level of presentation</i></p>	<ul style="list-style-type: none"> * Wear clean uniform * Wear clean apparel * Wear club caps
<p><i>Ensure player safety & injury prevention</i></p>	<ul style="list-style-type: none"> * Participate in warm-ups pre-game/training * Ensure that we are SunSmart * Ensure that we provide adequate hydration * Abide by NWMCA Extreme Heat & Inclement weather ruling * Ensure that we comply with fielding restrictions * Make available First Aid kits for all teams; easily accessible defibrillator at home ground; display a list of emergency contacts in club & change rooms * Ensure we comply with juniors playing in senior cricket age ruling * Ensure captains, coaches, officials, volunteers have working with children's accreditation
<p><i>Display high level of hospitality to opposition clubs</i></p>	<ul style="list-style-type: none"> * Welcome opposition & other visitors to ensure they know location of facilities * Provide cold cordial & water at Senior designated drink breaks * Provide a good afternoon tea in sufficient quantity – offer to opposition first * Invite opposition to stay post game and enjoy a drink / chat
<p><i>Senior player returning to club for after match report</i></p>	<ul style="list-style-type: none"> * Senior player returns to clubroom during the course of the evening after attending post game at opposition more times than not for club comradery * Senior player to remain at clubroom after home game more times than not for club comradery * Senior player holds the accountability of our clubs ethos to guide future successors of standards to follow



6.2 Player Development & Retention

What we want to Achieve	Tasks to be undertaken
<i>Improve coaching standards across the club</i>	<ul style="list-style-type: none"> * Appoint Club Coach 2018/19 * Appoint Junior Development Coach 2018/19 * All junior teams have a specific coach * All coaches to be accredited * All coaches to have working with children's accreditation * Coaching clinic for high potential juniors and young seniors * Coaching clinic for younger juniors to enhance their development
<i>Improve training standards across the club</i>	<ul style="list-style-type: none"> * Club Coach to improve senior training etiquette * Junior Development Coach to implement structured program for juniors & high potential player, senior transition * Pre-season senior training to commence in August * Pre-season junior training to commence in September * Seniors to train Tuesday & Thursday, Under 16s invited to train on Thursday * Juniors to train Wednesday * Explore option of moving junior training to Thursday * Encourage senior involvement to junior training program
<i>Increase player motivation & commitment</i>	<ul style="list-style-type: none"> * Senior Players are expected to train at least 6 training nights per calendar month * Junior Players are expected to train at least 3 training nights per calendar month * Players are expected to train with intensity * Absences from training to be personally advised to coach/captain * Monetary Reward System - achieving on field targets for seniors. * Person of the Match awards weekly for juniors.
<i>Representative Cricket</i>	<ul style="list-style-type: none"> * Encourage and support individuals to participate in Representative cricket * Nominate high potential players
<i>Improve team leadership</i>	<ul style="list-style-type: none"> * Provide role and responsibility clarity for Captains / Vice Captains * Appoint Captains /Vice Captains * Explore pre-season senior leadership group * Conduct pre-season Scoring and Umpires Training sessions
<i>Develop leaders within the club</i>	<ul style="list-style-type: none"> * Encourage cricketers to take an active role in club roles (not just playing cricket) * Appoint young players into leadership roles within teams (eg Captain) * Identify and make available Leadership Training program for our leaders
<i>Improve process and transparency of team selection</i>	<ul style="list-style-type: none"> * Implement Team Selection policy and process * Policy to be accessible to all cricketers
<i>Encourage team work across the club</i>	<ul style="list-style-type: none"> * Team exercises * Encourage all Senior cricketers to participate in joint training sessions * Encourage working in partnership with each other * Positive actions, resolve differences promptly
<i>Encourage all players to respect umpires, officials & volunteers</i>	<ul style="list-style-type: none"> * Coaches, Captains, Vice Captains to set the standard * Poor behaviour to be dealt with promptly
<i>Adhere to the club Code of Conduct</i>	<ul style="list-style-type: none"> * Ensure all players are aware of the club Code of Conduct and their responsibilities * Ensure that any breaches of the Code of Conduct and advise them of their responsibilities * Ensure that any breaches of the Code of Conduct are acted upon in a timely and appropriate manner * club Code of Conduct to incorporate an appropriate appeals process
<i>Conduct a post-season annual player survey</i>	<ul style="list-style-type: none"> * Utilise "Survey Monkey" to solicit feedback



6.3 Club Profile & Community Engagement

What we want to Achieve	Tasks to be undertaken
<i>Develop and implement external communications plan</i>	<ul style="list-style-type: none"> * Explore feasibility of promoting club in local newspaper * Explore costing of advertorial in local newspaper of major events
<i>Develop and implement a Digital and Social Media communications plan</i>	<ul style="list-style-type: none"> * Maintain OPCC website and ensure that it is regularly updated and relevant * Create an OPCC Instagram account * Develop a plan to encourage the entire club utilising either Facebook, TeamApp, Instagram * Increase our followers and Likes on Facebook * Utilise Facebook, TeamApp, Instagram for <ul style="list-style-type: none"> - Team Selections - Senior Player of the Week - Junior Player of the Week
<i>Market Club Events in the broader community</i>	<ul style="list-style-type: none"> * Advertorial of major events on social media, digital media outlets (eg Cricketers Vs Footballers) * Flyers for major events displayed in local businesses and club noticeboards * Explore local newspaper option * Word of Mouth
<i>Strengthen relationships with all key stakeholders</i>	<ul style="list-style-type: none"> * Regular updates * Invitations to major club events * Communicate cricket team progression throughout the season * Thank you recognition for their sponsorship and support
<i>Develop and implement a School Engagement Plan</i>	<ul style="list-style-type: none"> * Target Primary and High Schools * Advertorial in school newsletters * Attend with Cricket Victoria promotion to play cricket at Primary school * Participate in school fete's
<i>Club Branding</i>	<ul style="list-style-type: none"> * Ensure consistency of club branding across all collateral <ul style="list-style-type: none"> - Playing uniform - Signage - Website - Social Media - Stationery



6.4 Administration & Compliance

What we want to Achieve	Tasks to be undertaken
OPCC Strategic Plan	<ul style="list-style-type: none"> * Update & maintain OPCC Strategic Plan * Publish & communicate club short-term goals * Copy of strategic plan and framework 2018-22 given to Moreland City Council
Cricket Association documentation	<ul style="list-style-type: none"> * Ensure all paperwork is submitted to NWMCA within allocated timetable * Comply with all affiliate association reporting & compliance requests with the view to completing a 'fine free' season at all levels * Ensure OPCSA received all affiliated reporting & requirements at season's end for record keeping
Club Website	<ul style="list-style-type: none"> * Ensure that club website has up-to-date contacts at the commencement of each season * Ensure that there is a link on OPCSA website that leads to OPCC MyCricket website for up-to-date cricket information Ensure website is updated minimum monthly * Ensure on OPCC MyCricket website easy to read access to ladders, fixtures, NWMCA, CV, CA information * Ensure details in joining Facebook, TeamApp, Instagram have simple instructions on how to join * Ensure that Strategic Plan, Mission Statement, Code of Conduct, all relevant policies & programs, job descriptions are made available as read-only, no printing option available from website * Promote & have links on external networking websites
Club Facebook, Instagram, OPCC Team-App	<ul style="list-style-type: none"> * Drive to get all members who have Facebook & Instagram accessing our sites * Drive to get all members who have a smart mobile phone to have TeamApp * Encourage members to have access and join at least one social media, digital media outlet to receive on the spot information
Umpire Reports	<ul style="list-style-type: none"> * Ensure all junior, senior umpire reports are entered into the MyCricket database within the timetable specified by NWMCA * Person allocated to enter their teams umpire report to delegate to another member with User access, to submit report should they not be unavailable to do so for that week * Target is a 'fine free' season
MyCricket database	<ul style="list-style-type: none"> * Ensure all junior, senior scores are entered into the MyCricket database within the timetable specified by NWMCA * Person allocated to enter their teams score to delegate to another member with User access, to submit scores should they not be available to do so for that week * All cricketers to register to play cricket for OPCC via online service MyCricket. * Utilise MyCricket registration subscription payment options (also has part payment options) * Utilise MyCricket for group or individual emailing to our registered cricket members * Utilise MyCricket OPCC profile to the system programs full potential. * Make MyCricket our communication, knowledge tool of choice * Implement MyCricket/Cricket Australia recommendations accordingly
Volunteer Management Plan	<ul style="list-style-type: none"> * Develop and implement Volunteer Management Plan, job descriptions in detail * Source available Volunteer grants to assist plan
Australian Cricket's Child Safety Framework	<ul style="list-style-type: none"> * Compliance with Australian Cricket's Child Safety Framework



6.5 Financial Sustainability

What we want to Achieve	Tasks to be undertaken
Annual Operating Plan	<ul style="list-style-type: none"> * Development & implementation of an annual operating budget * Project annual revenue * Projected annual expenses * Manage financial reconciliation to OPCSA * Utilise electronic account keeping financial record program
Achieve 100% Payment of Player Subscriptions	<ul style="list-style-type: none"> * Maintain existing levels of player subscription * Provide incentives for new players (shirt & cap) * Plan a date to have all subscriptions paid by * Utilise My Cricket online player registration and payment part payment option * OPCSA receive % of registration and game day payments collected and paid into association bank account bi-monthly on the 12th day of December, February & April each year. * Registration and game day payment collected, 20% payment 1st bi-monthly, 40% 2nd & 3rd bi-monthly. Nominal sum paid to Association of any over payment collected after Moreland Council summer tenancy ground fee is paid.
Fundraising	<ul style="list-style-type: none"> * Implement Club Annual Raffle * Explore Bunnings Broadmeadows sausage sizzle (our region) * Promote Cricketers Vs Footballers * Promote strongly social event calendar * Secure annual date with specific social event * Develop and implement new social event idea's/concepts
Effectively Manage Club social events and optimise income	<ul style="list-style-type: none"> * Secure Social Events Coordinator (volunteer management plan) * Develop and implement a club Event Calendar including: <ul style="list-style-type: none"> - Season Launch - Club Social Events x 2 (1 pre-Christmas, 1 post-Christmas) minimum - Christmas Break-up - T20 Big Bash Cricketers Vs Footballers - Presentation Night <p>Note: Not all events will be profit generating but they all need to be planned and budgeted effectively</p>
Increase Bar & Junior Friday BBQ	<ul style="list-style-type: none"> * Ensure we optimise operating hours * Ensure that we have sufficient, trained volunteers * Ensure that we cater for all events both large and small * Ensure that we maintain RSA and Liquor Licence compliance * Ensure that we effectively manage inventory ordering and stocktake
Increase revenue from sponsorship	<ul style="list-style-type: none"> * Develop and market a Sponsorship Program * Identify and develop an engagement plan for sponsors * Increase participation and effectiveness * Seek to attract bi-yearly at least one new major sponsor
Increase revenue from Grants	<ul style="list-style-type: none"> * Identify all possible grants available * Develop and lodge submissions * Maintain a registrar of all grants – applications, reporting etc * Ensure OPCC Strategic Plan is up to date and current to supply with submission
Australian Sports Foundation Donation	<ul style="list-style-type: none"> * Set up profiles on Australian Sports Foundation website for fully tax deductible donations to the broader Community.
Club Merchandise Management	<ul style="list-style-type: none"> * Effectively manage inventory, orders and payments * Club Coach involvement in selection and distribution of 1st IX baggy blue cap
Increase OPCSA membership	<ul style="list-style-type: none"> * Explore options to actively encourage regular patrons the importance of obtaining yearly OPCSA membership which pays for the usage of All utilities & facility repairs



	and maintenance not covered in Council lease (eg. Toilet paper, electricity, gas, flushing water in toilets, repair fittings/fixtures)
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6.6 Ground & Facilities Plan

What we want to Achieve	Tasks to be undertaken
Develop a ground contingency plan	<ul style="list-style-type: none"> * Develop a grounds plan to cater for the forecast growth of the club and increased ground requirements * Develop a longer term view regarding what we may require in 5-10 years (grounds & facilities)
Ground Allocation	<ul style="list-style-type: none"> * Confirm JP Fawkner retention annually with OPCSA Secretary from Moreland City Council * OPCC finance summer ground allocation to Moreland City Council * OPCC finance March final's for Oak Park cricket ground allocation. Invoiced from North West Metropolitan Cricket Association.
Improve cricket pitch condition	<ul style="list-style-type: none"> * Conduct an audit of cricket pitch condition and surrounding dead or worn grass * Obtain quotations for remedial repair * Obtain quotations for broader spectrum of full replacement of pitch aligned with Cricket Australia & AFL Australia required standards for dual use reserves * Source available Grant options to assist
Ground maintenance - Council	<ul style="list-style-type: none"> * Obtain from OPCSA Secretary calendar of monthly scheduled ground maintenance eg. Grass mowing, whipper snipping, watering timetable * Be vigilant, notify Moreland City Council of any non-attendance or inconsistent workmanship that is not being met. * Maintain a positive relationship with Moreland City Council, we are representatives to our community on council's behalf.
Replacement and upgrade of training nets	<ul style="list-style-type: none"> * Obtain quotations for replacement / full upgrade of existing / semi upgrade of existing / temporary remedial repair of pitch, cyclone fencing and run up * Source possible Grant options to assist
Changeover of season, pre-season training football	<ul style="list-style-type: none"> * Consult with Football Manager & Senior Coach for pre-season training regime date and time preference. Structure a set timetable to end of January each year. * Consult with Football Manager & Senior Coach tentative forward availability for February & March (practice matches/change of training day/s etc.) * Senior football have priority of vacant ground usage days and times. * As accurate as possible, subject to change due to cricket being played or not played, supply in writing to OPCSA ground vacancy days & times. * Football Manager & Senior Coach and Junior Football department converse with each other directly or through OPCSA committee about vacant reserve usage. * Football Manager & Senior Coach included in all email correspondence relating to confirmation of pre-season, start of season, cricket social events, cricket finals, and any adhoc important information that arises accordingly.
John Pascoe Fawkner reserve (east) Infrastructure	<ul style="list-style-type: none"> * Consult with OPCSA and Moreland City Council cricket grant infrastructure availability and monetary contribution requirements to assist with councils Masterplan for JP Fawkner (east) reserve 2022/23 or sooner . * Ensure OPCC Strategic Plan is current and up to date. Meet all expected grant selection criteria's accordingly.



7 Our Goals for Season 2018/19

Participation

1. Field 2 Senior Teams – 2 day & 1 day team
2. Field 3 Junior Teams
3. Further develop Female program
4. Increase participation Woolworths Cricket Blast program – both children & parents
5. Increase girls participation in Woolworths Cricket Blast program
6. Focus on girl participants in Female league teams

Performance & Development

1. All Senior & Junior teams to be competitive
2. Improve training attendance
3. Development opportunities and plans to exist for all young players regardless of grade
4. Further enhance our junior pathway into senior cricket
5. Embrace club Code of Conduct and Team Selection Policy

Grounds

1. Confirm ground allocation from OPCSA Secretary for JP Fawkner Reserve (east)
2. Obtain from OPCSA Secretary, calendar of monthly scheduled ground maintenance eg. Grass mowing, whipper snipping, watering timetable

Club Profile

1. Advertise OPCC on social media, Facebook, websites
2. Create an Instagram account for junior players to access club information, post photos
3. Develop and implement a school engagement brochure
4. Woolworths Cricket Blast to be marketed throughout the local community & primary schools
5. Girls in Cricket brochure promoting Woolworths Cricket Blast, under 11s & 13s

Financials

1. Achieve 100% commitment of players to payment of subscriptions
2. Enhance sponsorship package – retain existing sponsors and engage at least 1 new sponsor
3. Generate at least \$2500.00 in revenue from the annual raffle
4. Generate at least \$2000.00 in revenue from each major sponsor

Social

1. Achieve at least 60 people attending all club social events
2. Have at least 75% of players returning after games for match reports
3. Initiate new event concept
4. Better engage Sponsors



8 Our Goals – Medium to Long-term

Participation

1. Field 4 Senior Teams
2. Field 6 Junior Teams
3. Field 1 Veterans Team
4. Field a T20 Blast Team
5. Field senior & junior Female Teams
6. Increase participation numbers in Woolworths Cricket Blast program – girls & boys
7. Inclusion of junior's with a disability

Performance & Development

1. Sustain success across all grades
2. 1st XI to win premiership in the highest grade in NWMCA (Luscombe Shield)
3. Attract high level of cricketers to the club
4. Coaching program to be of quality and relevance
5. Development and implementation of an annual coaching clinic
6. Initiate scoring and umpire training clinics
7. Strong pathway for junior into senior cricket
8. Senior cricket mentoring program for our young players
9. Oak Park Cricket Club players being selected for representative teams
10. Provide pathway for young cricketers to achieve highest performance to the best of their ability
11. Adopt and implement Australian Cricket Junior Format

Club Profile

1. School Development Program in place
2. Leadership role in Oak Park Community events
3. Build stronger relationships with other Oak Park organisations
4. Advertorials promoting Oak Park
5. Develop mobile sponsorship stand/s

Grounds

1. Development of a 'Future Grounds Strategy'
 - a. Proposal to Council for improved training nets, pitch, storage/shed.
 - b. Cater for increased teams



Financials

1. Develop a long term sponsorship engagement program
2. Fundraise sufficient income to fund future player payments and infrastructure projects (grounds and facilities)

Social

1. Increase participation/attendance of females (wives, girlfriends, mothers, sisters)
2. Increase attendance of supporter base
3. Strengthen ties with female attendee's in participation and inclusiveness
4. Development of a coterie group of past players, OPCSA Life Members and sponsors
 - a. Explore Oak Park Past Players involvement during cricket season



9 Key Stakeholders

Cricketing Partners

- Cricket Australia
- My Cricket
- Cricket Victoria
- North West Metropolitan Cricket Association

Community Partners

- Moreland City Council
- Oak Park Community Sports Association
- Oak Park Football Club
- Oak Park Darts Club
- Oak Park Angling Club
- Oak Park Primary School
- Glenroy West Primary School

Sponsorship Partners

- The Social Research Centre
- Oak Park McDonalds
- Cargo Freight Services – C.F.S.
- Pack-Tainers Pty Ltd
- Strathmore Community Bank

Co-Sponsorship Partners

- OPCSA Platinum Club
- Oak Park Past Players Club
- Glenroy RSL
- Pascoe Vale Hotel
- Fisher & Paykel
- Johnson & Rielly Mitre10 Niddrie



Appendix 1: Code of Conduct

Purpose

The image and reputation of our club is vital to its ongoing success and reflects the Club's standing in the community and the cricket world. Our Code of Conduct sets the standard of conduct required by our players, members, officials and volunteers, as representatives of Oak Park Cricket Club. Everyone is expected to abide by our Code of Conduct while representing our club in any capacity (before, during, and after a match, training and social functions).

Code of Conduct

1. Members are expected to respect umpires, opposition players and supporters, our teammates and our members and supporters.
2. Unsportsmanlike behaviour is unacceptable.
3. The use of verbal or physical abuse is unacceptable.
4. The use of excessive obscene language is unacceptable.
5. Members will refrain from any form of harassment or discrimination including:
 - i. Harassment or discrimination on the grounds of disability
 - ii. Sexual harassment or discrimination
 - iii. Racial harassment or discrimination
 - iv. Religious harassment or discrimination
 - v. Vilification on the grounds of any of the above
6. Any member that causes the club to be fined as a result of their behaviour shall be required to compensate the club for the amount of the fine.
7. Players are expected to be appropriately dressed to play cricket and train
 - i. Playing: OPCC white uniform top, white pants
 - ii. Training: OPCC blue training top or neat T-shirt, neat tracksuit pants or shorts
 - iii. Hats: OPCC cricket cap or white brim cricket hat
8. Members are expected to take pride in our clubrooms and respect the furniture and fittings. Prior to leaving the clubrooms, members must ensure the area they (or their guests) have used is clean and tidy.
9. Members are expected to respect all club property, including balls and training equipment. Unauthorised use or theft of club, or other members' property or money is unacceptable.
10. Any Member (or their guest) causing unjustifiable damage to clubrooms or club property will be expected to pay compensation for the damage caused.
11. Members are responsible for the behaviour of any visitors they introduce to the club. They must ensure that their visitors sign the 'Visitors' book.
12. The club practices the responsible service of alcohol (RSA). Members (and their guests) are expected to make their best endeavours to ensure that RSA requirements are complied with at all times.
13. Members are expected to follow the reasonable direction of committee members while utilising the clubroom facilities.
14. Members' are expected to make umpires, opposition players and supporters feel welcome when they are guests at our club at the end of a day's play.
15. Members are expected to play a part in the operation of the club.
16. Oak Park Cricket Club supports the North West Metropolitan Cricket Association Code of Behaviour 1.1.1 & 1.1.3 and the Victorian Code of Conduct for Community Sport.



Breaching the Code of Conduct

1. Any breach of the Code of Conduct will be referred to OPCSA via the cricket management committee, or a disciplinary panel appointed by the association. The committee may, by resolution, suspend or fine a member who “has been guilty of conduct unbecoming a member or prejudicial to the interests of Oak Park Cricket Club”.
2. A charge relating to a breach of Code of Conduct can arise from a complaint (official or un-official) made by any person. That person can be a member of our club, a member of an opposing club, an umpire or other official or a member of the public.
3. Any complaint in relation to a breach of the Code of Conduct should be directed to Oak Park Cricket Club President and Vice President via email to: oakparkcricketclub@gmail.com within 48 hours of the incident. Verbal correspondence will not be actioned.
4. The member charged will be notified in person, and a resolution actioned.
5. Member charged can appeal in writing should they feel the decision is incorrect or the penalty inappropriate
 - a. Any such appeal will be conducted with the OPCSA Executive Committee
 - b. The member is entitled to have a witness present (another financial member) to attend the appeal meeting, but not legal representation.
6. OPCC President shall inform OPCSA Executive Committee of complaint received via email from oakparkcricketclub@gmail.com email address within 48 hours of the initial emailed notification.



Appendix 2: Selection Policy

Selection Objective:

- To select the strongest and most balanced teams to represent Oak Park Cricket Club at all levels played.

Selection Factors:

- **Level/s played:** The relative strength of competition where a person has competed – as well as their performances at that level – will be taken into account
- **Form and performance:** It is important to note that form and performance encompasses a player's performances over a period of matches, and not just a single performance. However, current season form will be of the greatest significance.
- **Team balance:** The squad will be selected with regard to team balance, both in relation to spread of batsmen and bowlers in that team – including the type of batsmen/bowlers as well as wicketkeeper/s in the team.
- **Junior Development:** Every effort will be made to develop junior players and enhance their involvement in the club. Selection will be dependent on ability and maturity.
- **Playing in Position:** Players selected in a team are expected to be played in the position selected for them from the Selection committee.

Selection Committee:

- OPCSA Cricket Co-ordinator (chairman of selectors)
- Senior Coach
- Senior Captains
- Chairman of selectors will have the casting vote and ultimate sign off for all selections

Role of the Selection Committee:

- To conduct selection meetings
- To ensure the selection guidelines are followed
- To communicate to the non-selection (and reason) of players as required
- To communicate to the selection of players as required
- To ensure development plans are implemented for young cricketers playing in a higher grade to protect and to improve their cricket abilities

Process:

- All available players for the upcoming round to be identified by the Thursday evening prior to the games
- Selection committee to discuss teams
- Player follow up (as required) by the applicable team captain in Seniors, coach in Juniors
- Teams confirmed and announced immediately after training on Thursday night
- Teams published on OPCC Facebook, TeamApp, Instagram social media



Appendix 3: Teenage & Junior Development Program

Objectives:

- To develop our young cricketers to achieve their full potential
- To create an environment where young cricketers are confident, committed and eager to play senior cricket
- To create a supportive and nurturing culture for our young cricketers within our club
- To retain young cricketers in the club as they progress through the grades
- To create a 'team within a team' of younger players that can thrive in a positive environment
- To develop future leaders of the club

Scope:

- Cricketers aged thirteen to eighteen
- Junior cricketers, playing senior cricket

Responsibility:

- Junior Development Coach & Club Coach

Support & Input:

- OPCSA Cricket Coordinator
- Junior Coordinator
- Junior Development Coach & Club Coach
- Junior coaching staff
- Senior team Captains
- Senior Mentors

Process:

1. **Teenage Development Program** available to all thirteen to eighteen year old cricketers, this is a pathway preparation for transitioning into senior cricket
 - a. Please note: new squad members can be added at any time, irrespective of age, at the discretion of the Junior Development Coach/Club Coach
2. Cricketers contacted and asked if they'd like to participate
3. Meeting of the group to be convened to outline the program and the plan for the season ahead
4. Individual meetings to be arranged with each cricketer with the Junior Development Coach/Club Coach, and may include, OPCSA Cricket & Junior Coordinators and Senior Captain
 - b. Junior Development Coach & Club Coach to facilitate
 - c. Establish goals & areas of focus for each cricketer
 - d. Each cricketer to have a documented 'Skill Measurement Assessment'
5. Senior mentors to be identified and engaged to provide support for individuals

Appendix 3.3: Junior Development Program

1. Junior Development Program available to all junior age group cricketers, eight years and up.
 - a. Initial skill measurement assessment to identify participants skill level
 - b. End of season skill measurement assessment



Teenage Development Program – content

- Pre-season training will be with the senior club
- Outdoor training:
 - Thursday night training will be with the Seniors (Tuesday optional)
 - Note: Under 16's will be invited to train with Seniors on Thursdays
- Team Captains to be made fully aware of individual development plans for cricketers under their control and also their responsibility to the junior cricketer. Senior cricketers to mentor and have input at training
- Cricketers will receive feedback and coaching at senior training
- Specific coaching clinics to be organised throughout the season
 - Batting
 - Bowling, both Pace & Spin
 - Wicket Keeping
 - Fielding
- Older, high potential members of the development squad will be encouraged to lead training sessions of squad members
- High performance individuals to be selected to participate in formal coaching programs
- Mid-year review will be held with all participants
 - Gain feedback to ascertain where each player is at and if anything needs to be changed

Junior Development Program – content

- Specific coaching clinics to be organised throughout the season
 - Batting
 - Bowling, both Pace & Spin
 - Wicket Keeping
 - Fielding



Appendix 4: Alcohol Management Policy

This policy aims to provide a basis for the responsible use of alcohol by Oak Park Cricket Club and is seen as fundamental to the aims of the club.

The club recognises the importance in Oak Park Community Sports Association holding a liquor license and the value it adds to the club, enabling it to generate income and hold social functions, but in doing so the club also accepts the responsibilities and expectations of the community in strictly adhering to the liquor licensing laws.

To ensure the aims of the Association are upheld and that the club and All its members manage alcohol responsibly, the following requirements will apply when alcohol is served at the club or during a club function. Oak Park Cricket club supports NWMCA Code of Behaviour – Smoking & Alcohol 1.1.2

Serving Alcohol

Alcohol will be served according to the legal requirements of Oak Park Community Sports Association Liquor License with the safety and well being of patrons the priority.

- OPCSA maintains a current appropriate Liquor License
- Minimum of one trained RSA bar server to be rostered during social functions
- Bar servers do not consume alcohol when on duty
- The club does not encourage excessive or rapid consumption of alcohol
- When serving non pre-packaged alcohol, standard drink measures will be served at all times
- Information posters about Standard Drink measures will be displayed at the bar
- Liquor License and all legal signage will be displayed next to the bar door entrance
- An incident register shall be maintained and any incident recorded

Intoxicated Patrons

- Alcohol will not be served to any person who is intoxicated or drunk
- Servers will follow RSA training procedures when refusing service
- Drunk patrons will be asked to leave the premises

Underage Drinking

- Alcohol will not be served to persons aged under 18
- Servers and cricket management committee members will ask for proof of age whenever necessary or whenever in doubt
- Only photo ID's will be accepted



Alcohol Alternatives

The club recognises that alcohol is not the only revenue stream available and actively encourages the sales of alternative products to that of alcohol.

- Tap water is provided free of charge
- At least four non-alcoholic drinks and two low-alcoholic drink options is always available and are at a minimum 10% cheaper than full strength drinks

Non-Compliance

All committee members will enforce the alcohol management policy and any non-compliance, particularly in regard to Licensing Laws will be handled according to the following process:

- Explanation of the club's policy to the person/people concerned, including identification of the section of policy where non-compliance has occurred.
- Continued non-compliance with the policy should be handled by at least two Cricket Management committee members who will use their discretion as to the action taken, which may include asking the person/people to leave the club facilities or function.
- The club will monitor and ensure any club trips, particularly end of season player trips, strictly adhere to responsible behaviour and alcohol consumption in accordance with the principles of this policy and the aims of the club Mission and Values statement.

Committee Policy Management

The presence of committee members is essential to ensure the operation of the bar and policy compliance. At least one RSA trained member would be required to be present at all club functions when the bar is open. Key responsibilities of the duty committee member are:

- Meet visiting police, cooperate and assist with any inquiries
- Ensure the admission of members and guests and completion of the visitor's book
- Compliance in respect of persons under 18 years of age on premises
- Ensuring intoxicated people are refused service and are asked to leave the premises
- Ensuring strict compliance with our club policy in accordance with the key provisions of the Liquor Control Reform Act
- Recording any incidents in the 'incident register'



Policy Promotion

Our club will promote the alcohol management policy regularly by:

- Publishing a copy of the policy in club newsletters and printed member/player information
- Displaying a copy of the policy in the social club rooms
- Periodic announcements to members at functions

Our club recognises the importance of educating club members, particularly players in the benefits of implementing an alcohol management policy and will endeavour to provide information to assist this process.

The Association actively participates in the Australian Drug Foundation – Good Sports Accreditation program with an ongoing priority in retaining our Level 3 accreditation.

Policy Review

To ensure this policy continues to be relevant for club operation and that it reflects both community expectations and the provisions of the Liquor Control Reform Act, the policy will be reviewed annually.



Appendix 5: Smoke Free Policy

Oak Park Cricket Club recognises that passive smoking is hazardous to your health and those non-smoking club members and visitors have the right to be protected from exposure to tobacco smoke.

Accordingly, the following policy shall apply to all club facilities, functions, meetings and activities undertaken by the club and will apply to all members, officials, players and club visitors. Oak Park Cricket club supports NWMCA Code of Behaviour – Smoking & Alcohol 1.1.2

Facilities

All club facilities are to be completely smoke free and shall include:

- The social rooms inclusive of bar, kitchen, meeting room, toilets and storage area
- Player change rooms inclusive of warm up area, toilets and showers, medical room and property room
- Cigarettes will not be sold (including vending machines) at any time at or by the club

Players, Officials, Volunteers & Coaches

Coaches, players, trainers, volunteers and officials will attempt to refrain from smoking and remain smoke free while involved in an official junior and senior capacity for the club, on and off the field.

Functions

All club functions including social and fund raising events and meetings are to be completely smoke free:

- Cigarette butt bins will be provided at outdoor locations for smokers to dispose of cigarette butts before entering/re-entering smoke free areas at club facilities.



Non-compliance

All club committee will enforce the smoke free policy and any non-compliance will be handled according to the following process:

- Explanation of the club policy to the person/people concerned, including identification of the areas in which smoking is permitted
- Continued non-compliance with the policy should be handled by at least two cricket management committee members who will use their discretion as to the action taken, which may include asking the person/people to leave the club facilities or function

Policy Promotion

The club will promote the smoke free policy regularly by:

- Displaying a copy of the policy in the club social rooms
- Periodic announcements to members at functions

The club recognises the importance of educating club members, particularly players and the benefits of implementing a smoke free policy and will endeavour to provide information to assist this process.

The club actively participates in the Australian Drug Foundation Good Sports program



Appendix 6: NWMCA Guidelines for Extreme Heat & Unsuitable Weather

1.2.4 EXTREME HEAT GUIDELINES

1. Whilst accepting that Cricket is a summer sport, all captains, officials, team managers and coaches must acknowledge they have a fundamental Duty of Care to all players and officials. It is essential to be aware of the importance of wearing long sleeved shirts, wide brimmed hats and sunglasses and the application of a suitable sunscreen lotion. Drinking plenty of fluids (preferably water) at regular intervals and seeking shade when not on the field is recommended.
2. Be aware that junior and older players are more susceptible to heat and also be particularly aware of Under Age players competing in Open Age matches on the same day that they have competed in Under Age matches.
3. Players should be encouraged to have their own drink bottles. This ensures that each player has access to an adequate level of replacement fluids and reduces the risk of contamination and the transfer of viruses.
4. Where cups and a large container are used, cups **MUST NOT** be dipped into the container. Used cups should either be washed or disposed of after use. **PLAYERS MUST NOT SHARE CUPS**. Failure to comply with this rule will result in heavy fines.
5. On days of extreme heat, coaches, players, umpires and officials would be well advised to carefully observe any player and/or umpire who is distressed by the extreme heat and take appropriate and swift action to alleviate the problem.
6. As there are too many variables, which pose technical difficulties for their measurement, a guideline can be stated that when the ground temperature reaches **39°C (36°C for Under Age grades)** or higher, play will stop and may not resume until the temperature drops below **39°C (36°C for Under Age grades)**. In Open Age Grades, all players and officials must remain at the ground until at least 5 pm (3pm if both captains and the umpire/s agree) before play may cease for the day. For juniors, relevant times are 10.15am for morning games and 7pm for evening games (9.15am/6pm if both captains and the umpires agree). The temperature is to be checked by the umpire/s (if present) or the captains every half hour by telephoning Melbourne **1196** and utilising the temperature for **Essendon Airport**.
7. North West Metropolitan Cricket Association reserves the right to cancel a day's play where extreme temperatures are forecast. All Clubs are therefore to monitor the NWMCA telephone number for unsuitable weather to determine if the Association has abandoned play.
8. North West Metropolitan Cricket Association reserves the right to refixture traditional-format junior two-day games as split innings games where extreme temperatures are forecast. All Clubs are therefore to monitor the NWMCA telephone number for advice on any refixturing.
9. For senior games, when an extreme temperature day is forecast on Day 1, the North West Metropolitan Cricket Association reserves the right for playing the fixture as two one-day games for half-points each match. Clubs are allowed to re-select their teams for the second game.



10. On days of extreme heat, umpires and clubs are encouraged to arrange extra drinks breaks (every 4-5 overs if necessary) and unrestricted drinks around the boundary for bowlers and at the fall of a wicket for fielders to assist with hydration. Where possible, unrestricted interchange of substitute fielders shall be permitted. Umpires will be lenient in relation to the Law on fielders leaving the field not being permitted to bowl immediately.

1.2.5 CANCELLATIONS DUE TO UNSUITABLE WEATHER

ADJUDICATION ON SUITABILITY OF CONDITIONS

In determining fitness of the ground, weather and light for play, teams are to observe the requirements of **Law 2.7 Fitness for play** and **Law 2.8 Suspension of play in dangerous and unreasonable conditions**.

TWO INDEPENDENT UMPIRES IN ATTENDANCE

In all matches with two independent umpires in attendance, it is solely for the umpires to decide the fitness of the ground, weather or light for play. See **Laws of Cricket (2017) Law 2.7 Fitness for play** and **Law 2.8 Suspension of play in dangerous and unreasonable conditions**.

ONE INDEPENDENT UMPIRE IN ATTENDANCE

Prior to the start of each day's play, the two captains (team manager or coach in Under-Age matches) shall determine the fitness of the ground, weather or light for play. If both captains cannot agree, then the Independent Umpire will thereafter determine the fitness of the ground, weather or light for play to start, resume or be suspended.

NO INDEPENDENT UMPIRE(S) IN ATTENDANCE

Prior to the start of each day's play, the two captains (team manager or coach in Under-Age matches) shall determine the fitness of the ground, weather or light for play. If agreement cannot be reached then play cannot commence. Every effort must be made to ensure that any decision to abandon play is not made for a frivolous reason. A breach of this could result in the match being forfeited. During the day's play the batting team's wishes will be complied with regarding the fitness of the weather or light. During the day's play the fielding team's wishes will be complied with should the fitness of the ground deteriorate.

Two-day games:

The fitness of the ground and pitch for play is entirely in the hands of the umpires, except that at the request of either captain, the umpires shall not draw stumps or abandon play until 5pm if no play has been possible for the day; or 7pm if play commenced.

For junior matches, the relevant times shall be: Friday evening games 6.30pm (7.15pm); and Saturday/Sunday morning games 10.15am (11.15am).



One-day games:

Every attempt should be made to enable play to commence. If accumulated time lost means that fewer than 20 overs would be allocated to each team's innings under the overs-lost formula (15 overs in Under 12, 14 and 16 grades or 8 overs in Under 10s) then the match shall be declared a draw.

Where there is a refusal to play by one of the Captains, **both** Captains must provide a written report to the NWMCA Executive **within 48 hours** of the day's play.

1. Information regarding cancellation of play because of unsuitable weather may be obtained by telephoning NWMCA headquarters **on 9539-4844 where a recorded message will advise of the Association's decision and directions.**
2. Clubs, players, officials and umpires must arrange to listen to these announcements whenever it appears the need may arise.
3. In the event that there is no message regarding unsuitable weather, then players, officials and umpires should proceed to the grounds and make their own decision in accordance with Rule 2.1.8.
4. Players, officials and umpires are **NOT** to telephone any NWMCA official on this matter.
5. Times to ring concerning Unsuitable Weather
 - After 7.00 am for morning matches.
 - After 11.00 am for afternoon matches.
 - After 3.30pm for any match commencing after 5:15pm.



APPENDIX 7: Sun Smart Sports Policy – Cancer Victoria

Oak Park Cricket Club SunSmart policy

The following policy is in place to help Oak Park Cricket Club minimise the risks of overexposure to UV.

Section 1.01 Rationale

The sun's ultraviolet (UV) radiation is the main cause of skin cancer. UV damage also causes sunburn, tanning, premature ageing and eye damage. Australia has one of the highest rates of skin cancer in the world. Two in three Australians will develop some form of skin cancer before the age of 70.

Sunburn and other UV damage is common while playing or watching sport, when people are exposed to the sun's UV radiation for long periods of time.

Sporting clubs and organisations have a responsibility under health and safety legislation to provide and maintain a safe working environment for staff, volunteers, players and spectators. By minimising UV harms, you will help to fulfil this obligation and duty of care.

Sun protection times

- The sun protection times from the Bureau of Meteorology forecast the time of day UV levels are due to reach 3 or higher. At these levels, sun protection is recommended for all skin types. In Victoria, UV levels regularly reach 3 or higher from mid-August to the end of April.
- A combination of sun protection measures are needed during the daily local sun protection times.
- To assist with the implementation of this policy, club officials, coaches and participants are encouraged to access the daily local sun protection times at sunsmart.com.au, on the free SunSmart app or SunSmart widget (on the club website) and in the weather section of the newspaper.

Schedules, fixtures and rule modifications (including a cancellation policy)

- Where possible, training, events and competitions are scheduled to minimise exposure to UV and heat.
- Cancellation of training, events or competition occurs (according to the rules of <Insert state Sports Association or governing body>) when high risk conditions are forecast.

Where it is not possible to avoid peak UV and heat periods, the following interim steps are taken to minimise the risk of overexposure to UV and heat illness:

- Warm-up activities are limited in duration and intensity.
- The duration of the activity is reduced.
- Activities start earlier in the morning or later in the evening.
- Rest breaks and opportunities to seek shade and rehydrate are increased.
- Officials rotate out of the sun more frequently than usual.
- Player interchange and substitution is used more frequently than usual.
- Activity is held at an alternative venue (e.g. training at a pool).
- Officials, coaches and senior members act as role models by wearing sun-protective clothing and hats, applying sunscreen and seeking shade wherever possible.



Sun protection measures

1. Clothing

- Sun-protective clothing is included as part of on and off-field uniform and uniform for officials and volunteers.
- Tops/jerseys are made from UPF (UV protection factor) 50+ material and have long sleeves and a collar.
- Tops/jerseys are loose-fitting and lightweight.
- Where the competition uniform does not provide adequate sun protection, participants are reminded to apply SPF30 (or higher) broad-spectrum, water-resistant sunscreen to all exposed skin and wear covering clothing whilst not on the field.

2. Sunscreen

- SPF30 (or higher) broad-spectrum, water-resistant sunscreen is promoted and/or provided to participants.
- Participants are encouraged to apply sunscreen 20 minutes before training or playing and to reapply every two hours or immediately after sweating, swimming or toweling dry.
- Sunscreen is stored below 30°C and replaced once it is past the use-by date.
- Participants are encouraged to apply a generous amount of sunscreen (the equivalent of one teaspoon per limb).
- The first aid kit includes a supply of SPF30 (or higher) broad-spectrum, water-resistant sunscreen.

3. Hats

- Wide-brimmed or bucket hats are included as part of the on and off-field uniform (even if they can't be worn in actual play).
- Caps and visors do not provide adequate sun protection to the face, ears and neck and are not recommended for extended sun protection but may be used, in combination with sunscreen on parts of skin not covered, as an interim measure for on-field play or training.

4. Shade

- An assessment of existing shade has been conducted at commonly used outdoor venues.
- When not actively playing or between individual events, participants are able to rest in shaded areas.
- Where there is insufficient natural or built shade, temporary shade structures are provided or participants are notified to bring their own temporary shade (e.g. tents or umbrellas).
- Shade from buildings, trees and other structures is used where possible (e.g. for player interchange, marshalling areas, spectator areas).
- Marshalling, interchange and presentation ceremony areas are protected by shade.
- Participants and officials rotate to cooler, shaded areas.

5. Sunglasses

- Participants are advised to wear sunglasses that meet the Australian standard (AS/NZS 1067:2016).

Education and information

- The times when sun protection is required (as determined by SunSmart's daily local sun protection times) are communicated to participants and spectators.

Review

- This SunSmart policy will be reviewed regularly.
- This policy was last updated on 09/09/18
- Next policy review: 09/09/19



(i) Relevant documents and links

- SunSmart: sunsmart.com.au
- SunSmart widget: sunsmart.com.au/uv-sun-protection/uv/uv-widget
- SunSmart app: sunsmart.com.au/app
- Heat and UV Guide:
sunsmart.com.au/downloads/communities/sports-clubs/uv-exposure-heat-illness-guide.pdf
- Shade audit: sunsmart.com.au/shade-audit/
- Australian Government Therapeutics Goods Administration (TGA) – Australian regulatory guidelines for sunscreens: [4. Labelling and advertising – directions for use of the product](#)
- ARPANSA Radiation Protection Standard for Occupational Exposure to Ultraviolet Radiation (2006)
- Safe Work Australia: [Guidance Note – Sun protection for outdoor workers](#) (2016)

For more information contact SunSmart:

W: sunsmart.com.au

P: (03) 9514 6419

E: sunsmart@cancervic.org.au

Disclaimer

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