

COACHING ACCREDITATION POLICY

Policy Number	CAP001	Version	5
Drafted by	Football Operations	Approved by Board on	
Responsible person	SMJFL CEO	Scheduled review date	Annual

1. INTRODUCTION

Each team entering the South Metro Junior Football League (SMJFL) is required to have accredited coaches in place to guide, support and train the squad of players. In line with this requirement, the SMJFL together with the AFL, set eligibility and qualification requirements to become accredited.

1.1. DEFINITIONS

For the purpose of this policy:

Accreditation (or Accredited) means registration and accreditation (including re-accreditation) of a Person via CoachAFL

Australian Football has the meaning given to that term in the Laws of the Game.

AFL Coach Learning Platform means the AFL's online coaching platform which incorporates the Accreditation portal for Coaches and a library of online training and other resources available to all Coaches.

Competition means any Australian Football competition conducted by the SMJFL.

Laws of the Game means the Laws of Australian Football as administered and controlled by the AFL and set out at <https://www.play.afl/clubhelp/policies/laws-of-the-game/>.

2. PURPOSE

The aim of the SMJFL Coaching Accreditation Policy is to set out the minimum eligibility and accreditation requirements for ALL coaches to be able to perform the role at a Participating Club. This includes all individuals holding a position as Coach, Assistant Coach or Development Coach at an SMJFL Participating Club.

3. ELIGIBILITY AND ACCREDITATION REQUIREMENTS

3.1 The SMJFL has formally adopted Section 6 of the AFL National Community Policy Handbook (NCPH), which states the eligibility and accreditation requirements required for ALL coaches (see Section 4.1.2.1).

i. General

- a. For the avoidance of doubt, the SMJFL does not represent that a Person who has obtained Accreditation is a fit and proper person to be appointed as a Coach (as applicable).

Without limiting the foregoing:

- it is a matter for the Club or Controlling Body appointing a Coach (as applicable) to satisfy itself that a Person is a fit and proper person to be appointed as a Coach, Assistant Coach or Development Coach (as applicable);
- the function of the Accreditation process is primarily to ensure that all Coaches meet basic registration requirements and satisfactorily complete the required educational modules for their Accreditation level;
- as part of the Accreditation process a Person may be required to submit to the AFL, a National Police Check, a working with children certificate (or equivalent) or other relevant information.

ii. Coach Eligibility

- a. A Person will be ineligible to be a Coach if they:
- are not Accredited as required under Section 6.2(b) of NCPH;
 - are Accredited based on false or misleading information; or
 - do not meet the age eligibility requirements as per Sections 6.2(a)(ii) to 6.2(a)(iv) of NCPH.
- b. A Head Coach must be fifteen (15) years of age or older in the year prior to the applicable playing year and must meet the minimum age to coach a Competition age group as per the following table:

Age Group	Age in the year prior to the applicable playing year	Minimum age turning in the applicable playing year
Under 8	15	16
Under 9	15	16
Under 10	15	16
Under 11	15	16
Under 12	15	16
Under 13	15	16
Under 14	15	16
Under 15	16	17
Under 16	17	18
Under 17	18	19
Under 18	18	19

- c. A Head Coach who is under eighteen (18) years of age must have an adult Assistant Coach (who is over 18 years of age).
- d. An Assistant Coach must be twelve (12) years of age or older in the year prior to the applicable playing year.
- e. Clubs should have regard to the Coach's experience, social maturity and any child safeguarding considerations when making coaching appointments.

iii. Coach Accreditation

a. To apply for Accreditation as a Coach, a Person (Applicant) must:

- register on the [AFL's Coach Learning Platform](#).
- accurately and honestly complete the relevant Accreditation application form(s) via the AFL's Coach Learning Platform.
- complete: the relevant training for Registered Accreditation, Bronze Accreditation, Silver Accreditation or Gold Accreditation (as applicable); and/or the relevant update or refresher training (as applicable) – see [AFL's National Coach Accreditation Framework](#).
- hold a current working with children check (or equivalent)
- be registered on SMJFL's online competition management system and have their working with children check uploaded in that same system.
- be linked via the AFL's Coach Learning Platform to the applicable team / age group.
- agree to abide by the [Coaches' Code of Conduct](#).

Note – these requirements apply to all Head, Assistant and Development Coaches.

4. RELATED DOCUMENT & LEGISLATIVE REQUIREMENTS

This policy must be read in conjunction with:

4.1.1. SMJFL documentation including but not limited to:

4.1.1.1. [SMJFL Statement of Purpose & Rules](#)

4.1.1.2. [SMJFL By-Laws](#)

4.1.2. AFL communication including but not limited to:

4.1.2.1. [National Community Policy Handbook](#)

4.1.2.2. [National Coaching Accreditation Policy](#)

5. POLICY BREACHES

5.1. Any coach who fails to meet the eligibility and accreditation requirements (see Section 3 of this policy) may face disciplinary action, as determined by the CEO. The affiliated SMJFL Participating Club may also be penalised.

5.2. The CEO has authority to determine the severity of the breach and discipline as they see fit.

6. REVIEW PROCESSS

6.1. This policy will be reviewed by the SMJFL Board on an annual basis.

6.2. Where a Participating Club seeks to have this policy amended, altered or varied, such Participating Club shall forward to the CEO a written proposal in a manner prescribed by the SMJFL which outlines the proposed amendment, alteration or variation together with the reasons for which it is sought.

7. Authorisation

[Signature of CEO]

Jamie Howden
Chief Executive Officer

March 2025