



**2025**

**Game Day  
Information**

# Football Guidelines

## Pre-Game Match Day and Post Game Reporting

### League Game Day Contact

Trent Hill

Hampden Football Netball League

Mobile: 0418 459 528

1. All Team Sheets are to be entered online on PlayHQ:
  - Senior Team to be in by 7.30pm Thursday Night.
  - Reserves, Under 18 and Juniors by 7.45pm.

We would encourage your club to be consistent with their submissions and players to be **selected in a position, not listed as from** this allows the media and supporters to view team in a better format

2. **Online Team Sheets** are to be printed out at your convenience and used as the official team sheets, which are then to be signed by the appropriate club official and handed to the central umpire prior to each game. Also, any permitted players must be processed electronically, and marked on the team sheet. All team sheets are to include the names of Coaches, Runners, Trainers, Water Carriers and Club Umpires. **Handwritten entries are accepted on game day if changes are required but then need to be added when doing results at end of game by the home side. The visiting club must provide a team sheet for each grade.**

The following sub-items also apply to the home club.

- Must provide a safe playing area.
- Must complete online Marsh Ground Report as per Link below.

[AFL Matchday Checklist | Marsh](#)

Or complete hard copy by Guidelines:

[Australian Football Community Clubs | National Risk Protection Program | Marsh](#)

3. **Footballs**

Must provide appropriate footballs for each grade.

Senior – Sungold Milk

Reserves – R&M Security

U18 – Powercor

U16, U14 - McDonalds

4. **Club Umpires**

All Club umpires must be in correct uniform as specified by the League.

5. **MatchDay Paper (Prior to Match)**

Home Club must provide the Central Umpire with the Team Sheets, Best & Fairest vote cards and envelopes, Report Pads as well as goal umpire cards.

6. **During the Senior game:**

During the Senior game the Home Club will update Game Scores on PlayHQ at each quarter and the final score so this can go to media outlets to read over the radio. Please note that this is a service for your supporters and the HFNL League followers so please ensure it is completed.

7. **MatchDay Paper (Post Match)**

After the completion of each game, the home club is required to collect all relevant documentation from the Umpires, including Best & Fairest votes. The home club official is then required to collect goal kickers and best players from the visiting Club and collate the match results and record them on the provided **Team Sheet** or radio score sheet. This sheet is required to show quarter by quarter progressive scores for each club, all goal kickers and six (6) maximum best players for each club. All Christian names are required, and "Team Effort" will not be recorded. The home team's details are to be recorded on the left-hand side and the away side in the right-hand columns. Please ensure that the recorded goal kickers tally agrees with the result sheet and goal umpires cards.

The radio result sheets should not be used by coaches or their assistants to record statistics during the game. These are only to record final results, etc.

The completed **team sheet** or radio score sheet is then used to enter results on the PlayHQ Match Day results as well as the Pitstop MVP Award votes.

The home club is responsible for collecting and collating all documentation for each match. I.E. B&F envelopes X 3. Goal Umpire Cards X 6. Timecards X 6. Completed Radio Score Sheets X 3 **unless recorded on Team Sheet**. These items are to be placed in the provided envelope along with any other documentation relevant to the games played and posted ASAP or hand delivered to the HFNL Office P.O Box 523 Warrnambool Vic 3280.

### Area Agreements

Please refer to [Resources – Hampden Football Netball League](#) for below area agreements:

South West District Football League  
 Mininera and District Football League  
 Warrnambool and District Football Netball League  
 Horsham and District Football Netball League

## Netball Guidelines

### **Pre-Game Match Day and Post Game Reporting**

#### **League Game Day Contact**

Trent Hill  
 Hampden Football Netball League  
 Mobile: 0418 459 528

1. All Team Sheets are to be entered online on PlayHQ by 11.00am Friday prior to each Saturday.
2. Both Home and Away teams can access and print their score sheets from Play HQ

### Match Day

The Home club must provide a scoresheet for each grade. The following sub-items also apply to the home club:

1. Must provide a safe playing area.
2. Must complete the online Netball Australia Court Report. Please find a link to the Howden Insurance Match Checklist. There is not an app for this as yet - [netball-australia-match-day-checklist.pdf \(howdengroup.com\)](#)
3. Must provide appropriate Netball for each grade as supplied by the League.
4. All Club umpires must be in correct uniform as per League requirements.
5. Home Club must supply the Scoresheets and Best & Fairest vote cards and envelope.
6. Both clubs must provide their own Rolling Substitution Tracking Form and Substitution Form as sent by the HFNL Administrator.
7. Live Scoring must be completed at the scoring bench, as per Live Scoring bylaws.
8. After the completion of each game, the home club is required to collect all relevant documentation from the umpires, including Best & Fairest votes. The home club official is then required to collect media reports from the visiting club and collate the match results and record them on the provided radio score sheet. This sheet is required to show quarter by quarter progressive scores for each club, all goal shooters and three (3) maximum best players for each club. All Christian names are required, and "Team Effort" will not be recorded. The home team's details are to be recorded on the left-hand side and the away side in the right hand columns. Please ensure that the recorded goal shooters tally agrees with the result sheet.
9. The completed radio score sheet is then used to enter results on the Play HQ System, score sheets are to be updated if players have been added on game day to both home and away teams. Mix MVP Award votes for Open Division also need to be collected.

10. The home club is responsible for collecting and collating all documentation for each match. I.E. B&F envelopes X 10. Team Sheets X 10. Howden Insurance Court Report X 1. Rolling Substitution Tracking Forms and Substitution Forms x 10, Completed Radio Score Sheets X 10. These items are to be placed in the provided envelope along with any other documentation relevant to the games played and posted ASAP or hand delivered to the HFNL Office at Deakin University or mail to P.O Box 523 Warrnambool Vic 3280.

## **General Home Club Duties**

All Clubs shall be required to undertake the following:

Complete Ground report with representatives of away teams on Football Oval and Netball Courts as per detailed in Guidelines for Pre-Game Match Day.

1. Goal Post padding is on for both Football and Netball.
2. Open umpires' rooms and Away Club Rooms 1 hr. before commencement of the first game & ensure rooms are clean & showers turned on.
3. Organise Footballs and Netballs for all Grades. (Senior match -selection of 2 for Seniors to be given to Association Football Umpires making sure they are tight before going to meet coaches & players).
4. **Football** - Home and Away Club to provide team sheets to Umpires Rooms prior to each game.
5. **Netball** – Home Club to have score sheets available (Play HQ) prior to each game to be completed with positions.
6. **Netball** -Home Club to ensure that a current report pad is in umpires' rooms and the league supplied vote sheets and envelopes. After each game both Home and Away Team Managers of each side must go to umpire rooms to ensure all clear or notification of report.
7. **Netball** - Home Club to have vote sheets available for Netball Umpires to complete for each Grade.
8. **Umpires** - Home club to provide drinks to umpires at each break.
9. **Football** - Home and Away Club Runners to escort umpires off ground at halftime & at the conclusion of the game.
10. Ensure that a stretcher is available for easy access by the home prior to the commencement of the first game of the day.
11. **Football** -Ensure the only occupants of the timekeepers' boxes are club timekeepers, members of the media. Timekeepers' cards to be available by Home Club.
12. Ensure the score board attendant is accurate & watching the game & ensure that scoreboard signs are changed at the end of each match.
13. **Football** -Ensure that NO players or spectators approach the umpires in the centre of the square during the quarter & three quarter time break.
14. **Football & Netball** -Ensures that nobody enters the umpires room at any stage except for Team Managers or Coordinators.
15. **Football** -Ensure that Water Carriers and /or Trainers do not linger on the ground, and that they perform their duties and quickly remove themselves from the ground. Further, the Ground Manager will ensure that Water Carriers and /or Trainers are correctly attired and that each side's number of Water Boys and Trainers do not exceed the maximum number allowed by the Hampden Football Netball League.
16. **Football** - Prior to the commencement of each match, make it quite clear to clubs that their six best players & all goal kickers are required to be handed to Home Club Team Managers of each age group at the completion of the game. This applies at all levels.
17. **Netball** - Prior to the commencement of each match, Coordinators will advise Team Managers to make it quite clear to Coaches and Umpires that their 3 best players & Goal scorers are required to be handed to Home Club Team Managers of each age group at the completion of the game. This applies at all levels.
18. **Football & Netball** - Have devices available for the completion of Live Scoring in football and netball.
19. Complete incident report sheet should any incident occur that needs to be brought to the Hampden Football League's attention. Incident report sheets should be sent in with the match day paperwork.
20. Ensure all clubs tidy up after themselves prior to leaving the facilities

## 2025 STANDARD START TIMES

Please refer to Official Draw on PlayHQ

### SENIOR FOOTBALL

Grade	Start Time	Quarters	Breaks
Senior Football	2:00pm	4 x 20 min PLUS time on	5min - 20min - 5min
Reserve Football	12:10pm	4 x 20 min No time on	5min - 10min - 5min
U/18 Football	10:20am	4 x 20 min No time on	5min - 10min - 5min

### SENIOR & JUNIOR SATURDAY NETBALL

Grade	Start Time	Court	Quarters	Breaks
Open	1:40pm	1	4 x 15min	3min - 5min - 3min
Div 1	12:15pm	1	4 x 12min	2min - 3min - 2min
Div 2	11:15am	1	4 x 12min	2min - 3min - 2min
Div 3	12:15pm	2	4 x 12min	2min - 3min - 2min
17 & Under	10:15am	1	4 x 12min	2min - 3min - 2min
17 & Under Reserves	1:15pm	2	4 x 10min	2min - 3min - 2min
15 & Under	9.15am	1	4 x 10min	2min - 3min - 2min
15 & Under Reserves	11.15am	2	4 x 10min	2min - 3min - 2min
13 & Under	10:15am	2	4 x 10min	2min - 3min - 2min
13 & Under Reserves	9.15am	2	4 x 10min	2min - 3min - 2min
Development Age	8.30am	1	4 x 8min	2min - 3min - 2min

### JUNIOR SUNDAY FOOTBALL

Grade	Start Time	Quarters	Breaks
Under 16's	1:45pm	4 x 20 min No time on	5min – 10min – 5min
Under 14's	12:15pm	4 x 15 min No time on	5min – 10min – 5min
Under 12's	11:00am	4 x 12 min No time on	5min – 10min – 5min

### HYBRID FOOTBALL TIMES

Match	Start Time	Quarter Lengths	Breaks
U10	9am	4 x 10 min quarters	5 – 5 – 5
U12	10am	4 x 12 min quarters	5 – 5 - 5
Grade	Start Time	Quarter Lengths	Breaks
U14	8.30am	4 x 15 min quarters	5 – 5 - 5
U16	9.50am	4 x 20 min quarters	5 – 5 - 5
U18	11.30am	4 x 20 min quarters	5 – 5 - 5
Reserves	1.10pm	4 x 20 min quarters	5 – 5 - 5
Seniors	2.55pm	4 x 20 min quarters + time on	5 – 20 - 5

## Football TIME ON – Saturday Games

Time On for Senior Hampden Football Netball League Matches:

- All quarters will be 20 minutes plus time on.
- Time on shall be blown in accordance with AFL Victoria Country Rule 10.5.1: The Timekeepers shall stop the clock which is used for the timing of a match when:
  - a) directed to do so by a field Umpire in accordance with Law 10.5.3.
  - b) the goal Umpire signals that a Goal has been scored.
  - c) the goal Umpire signals that a Behind has been scored.
  - d) the boundary Umpire signals that the football is Out of Bounds or Out of Bounds on the Full;
    - or e) When the field Umpire crosses his or her arms to indicate he/she is going to bounce or throw the ball up.

**Please Note: This is for SENIOR football only. Adjustments will be made to the Reserves and U18 grades before the 2025 finals series will commence. Please refer to HFNL By-Law Sounding of the Siren policy for rules on making sure games run to time.**

- **U18's - 20 minute quarters NO TIME ON**
- **Reserves – 20 minute quarters NO TIME ON**