



Birkenhead United AFC

Tournament Procedures and Guidelines for Junior and Youth Teams

Birkenhead United AFC (BUAFC) recognises that some teams may choose to enter external football tournaments. While tournament participation is not a core focus of the club's development philosophy, we support involvement where it aligns with BUAFC's values and expectations.

To ensure fairness, consistency, and alignment with club philosophy, the following applies to all tournament entries involving BUAFC teams in the Junior and Youth Space:

1. Eligibility to Participate

- All players must be currently registered with BUAFC for the season in which the tournament is held.
- All fees must be paid in full (or an approved payment plan must be in place) prior to the tournament.
- Teams must consist of players from the registered season team.
- A maximum of 2 guest players may be added only when the team cannot meet minimum player numbers. These guest players must also be:
 - Registered with BUAFC for the current season
 - Approved by the relevant Football Committee or Lead
- In some cases, for National Tournaments, guest players from other clubs may be permitted, in accordance with the specific tournament regulations. Any such cases must be discussed with and approved by BUAFC prior to registration.
- Tournament-specific selection teams are not permitted for **any** teams in the U5-U12 Junior grades unless approved by the Technical Committee.

2. Tournament Costs

All costs associated with tournament participation are the responsibility of the team and/or participating families. These may include, but are not limited to:

- Tournament entry fees
- Coaching costs (including coaching payments, travel, accommodation, and daily expenses if applicable)
- Player and family travel and accommodation
- Uniform or equipment hire or replacement (if required)

Note: Any financial support or sponsorship must be discussed with the club prior to registration.

3. Uniform & Club Representation

Players, coaches, parents and supporters attending tournaments are representatives of BUAFC. As such:

- Players must wear the official BUAFC playing kit, including shirts, shorts and socks.
- All representatives must adhere to the BUAFC Code of Conduct and the NZ Football Code of Conduct, which apply on and off the pitch.

- Players, Coaches, Managers and Supporters conduct must reflect positively on the club. This includes behaviour at accommodation, transport, sideline, and during any off-field activities.

4. Coach & Manager Responsibilities

- Coaches and managers must ensure the safety and welfare of all players.
- All tournament planning must be communicated clearly to parents, including costs, travel plans, and expectations.
- Coaches must hold relevant police vetting clearance and comply with child safeguarding practices.
- In the case of tournaments that require overnight accommodation, Police vetting clearance will apply to any adults staying overnight with the team.
- A Tournament Summary (including roster, costs, and outcomes) may be requested by the club for reporting purposes.

5. Approvals & Communication

- All tournament entries must be notified to and approved by the Club (Football Technical Committee or Lead).
- This allows the club to ensure compliance, avoid conflicts with other club activities, and support appropriate planning.
- The club reserves the right to decline tournament participation where there are concerns around safety, philosophy alignment, or player eligibility.

6. Disciplinary Considerations

- Any breaches of conduct (by players, parents, supporters or staff) may result in disciplinary action including removal from the event or future eligibility for tournaments.
- The club will act in accordance with its disciplinary procedures and codes of conduct.

Lead Contacts:

Girls Community Football U5-U17: Grace O'Donoghue
WomensDev@buaafc.org.nz

Mixed Community Football U5-U17: Chris Bryson
chris@buaafc.org.nz

Girls TDP: Grace O'Donoghue
WomensDev@buaafc.org.nz

Mixed TDP: Dave Wright
dave.wright@buaafc.org.nz

Police Vetting and Queries: Kylie Dalton
kylie@buaafc.org.nz