



SPORTING WHEELIES
& DISABLED ASSOC.

NO LABELS • NO LIMITS

2016 NOMINATION KIT

“Festival of Football”

Queensland Paralympic 7-a-side Football Championships

Westside Sports Club, Grovely

Saturday 6 August 2016

THE EVENT

Hosted by Sporting Wheelies and Disabled Association, with the support of Football Queensland, the Festival of Football is open to ambulant players from throughout Queensland, with a disability. An invitation is also extended to players from interstate and internationally. The competition is open to men, women and juniors from novice through to elite level and will be played under FIFA Rules with Exceptions for Paralympic 7-a-side football.

2016 will once again see us play team based competition, whereby players will nominate as a team that they will play in for the entire competition. Each player must also complete an individual nomination form for contact purposes. If you do not have a team, please still nominate as an individual and we will place you in a team. Each squad should consist of 8 – 10 players.

Competition will commence in the early afternoon and the finals matches will be played under lights.

Athletes must be a current financial member of the Association and regularly competing in a local competition. For those not currently a member of our Association you can join for just \$22 a year for adults or \$16.50 a year for juniors.



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SCHEDULE OF EVENTS

Event	Dates	Venue
Arrivals	Friday 5 August	Brisbane Airport
Accommodation	Friday 5 – Sunday 7 August	Brisbane International, Windsor
Classification	Friday 5 August	Westside Sports Club, Grovely
Competition	Saturday 6 August	Westside Sports Club, Grovely
Presentation Function	Saturday 6 August	Westside Sports Club, Grovely
Departures	Sunday 7 August	Brisbane Airport

PLAYING VENUE

This event will be held at Westside Sports Club, Hanran Street, Grovely. A canteen will be open for the purchase of food and drinks throughout the afternoon and evening.

NOMINATIONS

To nominate for this event, each player must complete an Individual Nomination Form and return it along with the nomination fee of \$40 per athlete by **Friday 8 July 2016**.

One member of each team (preferably the coach) must complete and return the Team Nomination Form by **Friday 8 July 2016**.

The nomination fee includes:

- Nomination to the event
- Catered Presentation Ceremony
- Ground transport between airport, nominated accommodation and the venue (if required)

Confirmation kits, with all updated information, will be emailed to competitors in late July.



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TEAM STAFF

Team Staff should complete the attached Team Staff Nomination Form and return it along by **Friday 8 July 2016**.

LATE ENTRIES

A late fee of \$25 will apply for all nominations submitted after Friday 8 July 2016. The final date for late nominations will be Friday 15 July 2016. This deadline must be met in order to confirm details with external suppliers.

WITHDRAWALS AND REFUNDS

Competitors wishing to withdraw from the event may receive a full nomination refund up until Friday 15 July 2016. There will be no refunds after this date. Please note: all withdrawals must be in writing. Withdrawals due to illness or injury must be accompanied by a medical certificate. Refunds will be processed within 2 weeks after the event.

CLASSIFICATION

If required, a classification session will be held on Friday 5 August 2016. A classification schedule will be forwarded with Confirmation Packs.

GROUND TRANSPORT

Transport will be provided (for nominated athletes) to and from the airport, official accommodation and classification / playing venue as outlined below:

ARRIVALS:	Friday 5 August pick up between 9am and 6pm only
DAILY SHUTTLES:	Saturday 6 August (time to be confirmed)
DEPARTURES:	Sunday 7 August between 9am and 12 noon

**** Athletes travelling outside these time periods are responsible for their own ground transport arrangements ****



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FLIGHTS

If you are a Queensland athlete and would like the Association to book flights on your behalf, please complete the flights and ground transport sections on your Individual Nomination Form. If you are an interstate athlete or Queensland athlete booking your own flights, please advise us of your arrangements for transport purposes.

ACCOMMODATION

Our Association is currently holding a limited number of rooms which are available from Friday 5 to Sunday 7 August 2016 at the Brisbane International, Cnr Lutwyche and Bryden Roads, Windsor.

Room rates are as follows:

- Twin \$155 per room per night and includes breakfast

Accommodation costs are the responsibility of the individual. If you require us to book accommodation for you please complete the accommodation section on the Individual Nomination Form. Please include payment for your accommodation with your nomination fees or it will not be booked for you.

MEALS

All meals are the responsibility of the athlete. There will be a canteen open at Westside Sports Club throughout the day on Saturday.

PRESENTATION FUNCTION

A catered presentation ceremony will take place after the final Saturday evening. The cost for this is included for all nominated athletes. Supporters can also attend at a cost of \$10 per person – please advise numbers and include payment with your nomination. Please note, numbers must be provided for catering purposes prior to the event, therefore supporters cannot book and pay on the day.

SUPPORTERS

Please advise if any supporters, friends or family are attending with the athletes and if arrangements for accommodation / flights / transport are required.



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QUEENSLAND STATE TEAM SELECTIONS

This event will serve as the selection event for the 2016 National Paralympic 7-a-side Football Championships being held in Sydney in October. Selection of the Queensland team will be made by a selection panel present at the Festival of Football.

IMPORTANT SUBSIDY NOTICE – QUEENSLAND ATHLETES ONLY

Subsidy assistance for TRAVEL to the Queensland State Championships is available for members with a physical disability from regional areas of Queensland outside a 100km radius of Brisbane. Assistance will be provided for either: (a) airfares, (b) petrol reimbursement for car travel or (c) accommodation.

To apply, please complete the enclosed Application for Funding Form and return it with your nomination.

Attendance at State Championships is compulsory in order to be eligible for Association funding for national / international events. If you are unable to attend and wish to be eligible for future assistance, written notification of non-attendance must be received prior to the event.



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ENTRY CHECKLIST

Nominations will not be accepted until all are complete:

- Completed ALL sections of the Nomination Form
- Provided accommodation requirements including room-mate preference (if applicable)
- Provide flight or other travel details including for supporters
- Listed any special dietary requirements
- Queensland regional members: completed Application for Funding Form
- Payment of all fees:
 - Nomination fee (\$40 per person)
 - Late fee if after 8 July 2016 (\$25 per person)
 - Accommodation (if applicable)
 - Supporters' presentation function (if applicable)

Send the completed Individual Nomination Form with payment to:

Sporting Wheelies and Disabled Association
60 Edmondstone Road, Bowen Hills QLD 4006
Phone: (07) 3253 3333 Fax: (07) 3253 3322
Email: mailbox@sportingwheelies.org.au



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INDIVIDUAL NOMINATION FORM

NAME: _____ SEX: Male Female
 ADDRESS: _____ POSTCODE: _____
 DATE OF BIRTH: / / PHONE: (H) _____
 (MOB) _____ EMAIL: _____

Please Note: Confirmation kits will be sent via email, so it is essential that you supply a current email address above. If you do not have access to email please note "no access" and the confirmation kit will be sent via post to the address supplied.

PAYMENT SECTION

<u>OFFICE USE ONLY</u>		
Financial Member: YES / NO	Debtor:	YES / NO
Name of Event: <u>2016 Festival of Football</u>	Job Code: <u>ST Football</u>	Acc Code: <u>4-4400</u>
Amount Received: \$ _____	Receipt No: _____	Date Received ____/____/____

Nomination Fee:	\$40 per athlete	\$	<input type="text"/>
Late Nomination Fee:	\$25 (if sent after 8 July 2016)	\$	<input type="text"/>
Accommodation (see information kit)	x people x	nights \$	<input type="text"/>
Supporters attending presentation function	x people x\$10 pp	\$	<input type="text"/>
TOTAL:		\$	<input type="text"/>

- Please send me a Receipt
 - Cash Payment made to the Association office (Please do not send cash in the mail)
Payment can also be made at the Brisbane office by EFTPOS
 - I authorise the payment from my levy account (a/c number)
- Name _____ Date: / / Signature: _____
- Cheque /Money order enc (payable to **Sporting Wheelies and Disabled Association**)

- BANK options** Direct Deposit to: **Sporting Wheelies BSB: 034 143 Account: 112275**
- Via Internet: please use your surname, initial and ST FOOTBALL as the reference (eg. Smith, H ST FOOTBALL)
 - At a branch: please call 07 3253 3333 and a reference number will be given to you

Credit Card Payment options

- Please call (07) 3253 3333 and your payment will be processed over the phone immediately



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TEAM

- I will be playing with (team name)
- I am not currently in a team, please allocate me

MEMBERSHIP

- I am a member of Sporting Wheelies and Disabled Association
- I am a member of another state association
- I am an international competitor and a member of

CLASSIFICATION

I HAVE BEEN CLASSIFIED Yes No

Date Classified: / / Classification

If you have not been classified, do you want to be classified for football? YES / NO

What is your disability? _____

(if yes, an appointment will be made for you on Friday 5 August 2015)

EMERGENCY CONTACT

Next of Kin Relationship

Contact Number

PRESENTATION FUNCTION

Will you be attending the Presentation Function on Saturday evening?

- Yes No

If you will have any extra people attending with you, how many?
(NB \$10 per person)

Do you or your supporters have any special dietary requirements:



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TEAM STAFF NOMINATION FORM

NAME: _____ SEX: Male Female
ADDRESS: _____ POSTCODE: _____
DATE OF BIRTH: / / PHONE: (H) _____
(MOB) _____ EMAIL: _____

Please Note: Confirmation kits will be sent via email, so it is essential that you supply a current email address above. If you do not have access to email please note "no access" and the confirmation kit will be sent via post to the address supplied.

TEAM

Please specify which team you will be with

MEMBERSHIP

- I am a member of Sporting Wheelies and Disabled Association
 I am a member of another state association

EMERGENCY CONTACT

Next of Kin _____ Relationship _____
Contact Number _____

PRESENTATION FUNCTION

Will you be attending the Presentation Function on Saturday evening?

- Yes No

If you will have any extra people attending with you, how many?
(NB \$8 per person)

Do you or your supporters have any special dietary requirements:



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TEAM NOMINATION FORM

One per team to be completed and returned by team staff or team captain

TEAM NAME:		STATE:	
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	NAME	CLASSIFICATION
Player 1		
Player 2		
Player 3		
Player 4		
Player 5		
Player 6		
Player 7		
Player 8		
Player 9		
Player 10		
Coach:		
Other Staff:		

We are willing to accept other players who are looking for a team Yes No



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MEDICAL RECORD FORM – CONFIDENTIAL (all to complete)

Name:

Disability:

- I have no current medical problems
- I have been passed 'medically fit' by a doctor on (Date) / /
- I have a minor medical problem(s), details are listed below

- I have a major medical problem for which:
- I am currently under a doctor's treatment
- I am currently managing myself - details are listed below

- I have special medical requirements – details are listed below

Details:

Medical History (please include any specific and recent medical history):

Allergy Details (to medication, food, bee stings etc):

Signature:

Date: / /

(Parent / Guardian if under 18)



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ATHLETE AND STAFF DECLARATION AND INDEMNITY (all to complete)

This waiver must be signed by all competitors and team staff.

1. I, whose signature appears on the bottom hereof in consideration of and as a condition of acceptance of my entry in the 2016 Queensland Paralympic Football Championships or associated event for myself, my heirs, executors and administrators hereby waive all and any claim, right of cause of action which I or they might otherwise have for or arising out of loss of my life or injury, damage or loss of any description whatsoever, which I may suffer or sustain in the course of or consequent upon my entry or participation in the above event. I will abide by the Competition Rules governing these events.
2. This waiver, release and discharge shall be and operate separately in favour of all persons, corporations and bodies involved or otherwise engaged in the promoting or staging of the event and the servants agents; representatives and officers of any of them and includes, but is not limited to The Sporting Wheelies and Disabled Sport and Recreation Association of Queensland Inc., Event Sponsors, Producers, Directors, Volunteers and Officials.
3. I attest that I am physically fit and have sufficiently trained for competition of the entered events.
4. I consent to receive medical treatment, which may be advisable in the event of illness or injuries suffered by me during this event.
5. I give permission for the free use of my name, voice or picture in any broadcast, telecast, advertising promotion or other account of this event or the Association.
6. Should the event be cancelled for any reasons I understand that entry fees will not be refunded and that no liability of any kind will attach to any person, corporation or body involved or otherwise engaged in promoting or staging of the event.
7. Safety precautions undertaken by qualified officials are a service to me and other competitors but are not a guarantee of safety. I agree to abide by the conditions of the events as stated in the declaration above and upon literature and other material distributed in connection with the events.
8. I understand that the Association will make arrangements for myself and supporters flights / accommodation / ground transport based on the information provided by me. I understand that I will be responsible for all costs incurred based on this nomination form and that if I cancel the provided arrangements before the event (without a medical certificate), I will be responsible for all cancellation fees and additional fees if I need to be replaced in a squad.

SIGNATURE: _____ Date: / /

DECLARATION FOR MINORS (under 18) must be signed by parent / guardian.

Parent / Guardian Signature: _____ Date: / /



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CODE OF CONDUCT (all to complete)

1. General

The purpose of this document is to provide a guideline as to the standards of conduct expected by the members of Sporting Wheelies and Disabled Association in all aspects of its operation.

Sporting Wheelies and Disabled Association is the state body for athletes with a physical disability or vision impairment. Athletes, team staff and club administrators who share in the status and profile of the Association have a responsibility to conduct themselves, both in and out of competition, in a manner that will not lessen the high regard in which the Association is held by the public.

2. Athletes and Team Staff

It is important that when athletes and team staff are representing the Association, they abide by the code of conduct.

2.1 Representation

When representing the Association, a professional manner is required at all times. It is important to understand the need to:

- respect views and comments of all members and stakeholders
- address all inquiries or complaints by athletes or team staff.

It is important to understand that members are representing the Association

- whilst travelling to and from competition
- during competition
- during training
- whilst attending functions / meetings relating to the Association
- whilst wearing part of the Association or Queensland uniform
- whilst liaising with key stakeholders
- during contact with the media.

2.2 General

It is the responsibility of athletes and team staff to:

- abide and be bound by the rules governing the event / competition
- act in a manner and behaviour which reflects positively on themselves, the team, the Association and our sponsors
- remain under the control, management and direction of the team manager or allocated team staff whilst travelling to, during and



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returning from the event / competition

- show respect during the playing of the National anthem
- refrain from using offensive or abusive language
- be aware of risks associated with participation and / or competition in their chosen sport / field of endeavour.

2.3 Uniform

When wearing the uniform of the Association, whether travelling, competing or casual wear, athletes and team staff must ensure it is clean, smart and respectable.

2.4 Health and Fitness

- ⤴ Athletes are required to have undertaken specific training to render themselves fit for competition and understand that they will need to maintain adequate fitness in order to be included in the team.
- ⤴ Athletes and team staff are to provide consent to the disclosure of any medical conditions to team management and the Association and agree to disclose any ailment / injury that might prejudice their participation in the event / competition. Furthermore, team members must agree to be examined by a medical practitioner prior to departure, if required.
- ⤴ If any injury / illness should arise during or as a result of your participation in an event / competition, team members must agree to receive appropriate treatment and pay for associated expense/s, other than those covered by insurance and / or Medicare, which may be incurred in connection with such injury / illness.

2.5 Training

- ⤴ Athletes are required to attend all team training sessions, punctually, unless special circumstances prevent them from doing so, in which case, they must notify the head coach of their unavailability.
- ⤴ Team members who do not attend 90% of team training sessions, may be dropped from the team regardless of whether special circumstances or otherwise have prevented them from doing so. This will be at the discretion of the team head coach. Exceptional circumstances will be considered.
- ⤴ Athletes must have and maintain the equipment and attire necessary to participate in the event / competition. At all times, athletes should have such equipment ready for use before each team training session and before the game/s begin.

2.6 Competition

Athletes and team staff should participate in the true spirit of sportsmanship, showing respect and consideration for the administrators, opponents, referees and officials, and team members (athletes and team staff).



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2.7 Drugs and Alcohol

- ⤴ Athletes and team staff are not to consume or administer prohibited or narcotic drugs for the duration of the competition or the preceding training period. The Association has adopted the Antidoping Policy of the Australia Paralympic Committee. Each individual is responsible for knowing which drugs are acceptable, including requirements for therapeutic medication. Any doubt regarding a particular substance should be referred to the coach / team manager.
- ⤴ Smoking and the consumption of alcohol may affect performance and are not permitted in preparation for and during competition. Athletes should be aware of competition rules governing these items.
- ⤴ Team staff are not permitted to consume alcohol whilst on duty. This includes, but is not limited to: whilst travelling, during games and training sessions, at event functions or presentations, and any other times where you hold a position of care of other members.

2.8 Media / Fundraising

- ⤴ Athletes are to show willingness to participate in media and promotional activities. Approval must be given by the team manager before any interview or information is given to the media. At all times athletes are to refrain from publicly criticising the Association or its members and are to present a positive image for themselves, the competition and the Association.
- ⤴ Athletes will attend and participate in all fundraising activities which the team engages.

2.9 Sponsorship

Athletes need to check with the Association before preparing a sponsorship proposal and all proposals must first be approved by the Association's Services Manager before being distributed.

2.10 Reporting and Breaches of Conduct

- ⤴ Athletes and team staff are to report any incidents or breaches of conduct to team management immediately, or if no team staff are present to the event organisers and / or the Association. Please use the Association's 'Incident Report Form' in this process.
- ⤴ The team manager, authorised person and / or the Association may take appropriate disciplinary action following a reported breach of conduct. These actions may include, but are not limited to, full removal of position within the team, exclusion from the competition, immediate return from competition and / or financial subsidy revoked etc.



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I, as a member in a team staff or athlete capacity, have read, understand and will adhere to the above code of conduct and understand the consequences for breaches of conduct.

Name	Signature	Date
If under 18 Parent / Guardian's Name	Parent / Guardian's Signature	Date

Authorised by
Kelli Chilton
Services Manager
March 2010