



SANCTIONING POLICY

Version Control

Date	Version	Details	Author
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Approval

Delegation required for approval: Chief Executive Officer

Approving Officer

Name: Robert Cavallucci

Position: Chief Executive Officer

Dated: 31/10/2024

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1. PURPOSE

The purpose of the Football Queensland (FQ) Sanctioning Policy is to provide clarity, support and guidance to FQ affiliated Football Clubs and Futsal Clubs when hosting events outside the regular football/futsal season. Sanctioning is required for reasons including but not limited to club and player insurance, compliance with state and national regulations, duty of care, risk management, referees, football governance and administration purposes. The insurances provided by Football Queensland only apply to football and events sanctioned by Football Queensland, subject to the terms of the relevant policies and in accordance with Football Queensland affiliation agreements, all participants at affiliated clubs may only participate in sanctioned football activities

The intent of this policy is to ensure events or programs hosted by FQ affiliated clubs and organisations adhere to the terms of their affiliation policies and licences and can be covered by the scope of the FQ insurance policies, and to assess the risk and football management of such events.

2. SCOPE

This policy covers all forms of events including, but not limited to, activities such as:

- Gala days, tournaments, holiday clinics, camps, charity events, festivals, carnivals
- Come and Try days
- Walking Football
- Beach Football
- Summer Football competitions and events
- Non-Affiliate friendly matches
- All events involving a jumping castle or amusement ride, including end of year presentations
- Off-site club events or functions
- Alternative training activities that are not football activities
- Interstate tour permits
- International tour permits
- Participation in a sanctioned event
- Any event outside of the regular 'fixtured' football season which is not a regular football associated activity

3. BENEFITS OF GAINING SANCTIONING APPROVAL

- a) Compliance with club licencing and FQ Affiliation
- b) Public liability insurance cover (subject to policy terms);
- c) Appropriate participant, referee and volunteer insurance (subject to political terms);
- d) Access to FQ Referees (subject to availability)
- e) Directors/Management insurance.
- f) Risk considerations; and
- g) Member Protection and Child Protection support and information.

4. AIM OF SANCTIONING

Eligible FQ stakeholders that seek endorsement to conduct an approved Football Queensland event are required to complete the online application form and provide supporting documents.

Eligible stakeholders include:

- FQ affiliated Football Clubs and/or organisations
- FQ affiliated Futsal Clubs and competitions

Sanctioned events that attract any fees do so for the purpose of covering administrative costs and insurance risk that is above and beyond normal standard football activity (i.e., week to week club competition). On top of this, for commercial sanctioning, the use of the official insurance and brand IP attracts a re-investment back into the game as a whole.

Sanctioning reflects a user pays mechanism to cover any insurance premium increases from extra activity, rather than aggregating the cost across all Queensland participants.

5. ELIGIBLE PARTICIPANTS

Entry into a sanctioned event is limited to eligible participants listed below:

- Teams from FQ affiliated clubs comprised of FQ registered players
- Affiliated teams of other FA Member Federations
- All participants including but not limited to players, team officials, referees and volunteers that are current fully registered participants on the official FQ Registration System; and
- All FA registered participants from outside FQ must have approval from the FA Member Federation.

Individual participants who may not currently be registered with FQ (ie not currently a member of an affiliated club), may be provided an exemption to play as a 'social player' however will be required to register with FQ as a social player and pay the associated social registration fee before they become eligible for exception consideration.

6. COMPLIANCE

Affiliates and organisers that fail to follow the processes, comply with the policies and/or meet the required standards outlined in this policy document may be subject to disciplinary action which includes the following:

- FQ removing the endorsement/sanction status of the event and informing all participating members including but not limited to players, team officials, referees and volunteers;
- Subject to the type of offence - FQ reserves the right to notify the event organisation; and/or reject future event applications of the applicant;
- Any other action that FQ deem to be appropriate in the specific circumstances.

7. POLICY DOCUMENTS

In addition to complying with relevant FQ rules and regulations, all organisers should be aware of the:

- Football Queensland Heat Policy
- Football Queensland Lightning Policy
- FA National Member Protection Policy
- Code of Conduct

Furthermore, as part of this Sanctioning Policy, clubs and participants are to ensure that they are compliant with the National Registration Status and Transfer Regulations (NRSTR).

These policies can be found on the FQ website.

8. MEMBER PROTECTION

The FA and FQ have a duty of care to everyone associated with football and to the individuals and organisations to whom the National Member Protection Policy applies. In accordance with the National Member Protection Policy, Football Queensland must inquire into the background of those who undertake any work, coaching or regular unsupervised contact with people under the age of 18 years.

All coaches, managers, referees and any other persons in either a paid or voluntary capacity working or volunteering with children aged under 18 years (who are not exempt) must apply for a Working with Children (WWC) Check and provide current information to the club, association or organisation to which they are registered.

Only team officials who have provided a valid WWC Number or exemption card relevant to their volunteer or paid role are permitted to work or volunteer with children under 18 years of age.

For persons under the age of 18, please see the relevant Queensland Government WWC legislation.

9. CONSULTATION OR ADVICE

This Sanctioning Policy has been developed to provide guidance to FQ Members and staff regarding sanctioning. FQ Members and staff who are unsure of their rights, liabilities or actions should seek clarification by contacting FQ.

10. DEFINITIONS AND INTERPRETATION

The word Sanction and Sanctioning means: Written Authorisation issued by Football Queensland to applicants to conduct an event that complies with the National Curriculum philosophies and principles together with the guidelines outlined in this policy.

11. EVENT SANCTION TYPES AND CHARGES

(SANCTIONED NON-COMMERCIAL EVENT) – Gala days, tournaments, holiday clinics, camps, charity events, carnivals and other similar events. Events shall be deemed non-commercial if the per player charge for entry **is less than** \$35 inc GST per player or the team total breakdown is less than \$35 inc GST per player for events that run for less than four days (e.g. the team entry fee is \$350 inc GST per team with the maximum of 10 players per team - 10 players divided by the team fee total is \$35 per player).

All event participants that are currently registered as outdoor players to Football Queensland and have been made active for outdoor club football are exempt and do not attract an FQ Player Sanction fee. Participants who are not registered for outdoor football are required to register with the relevant 'Program Fee', the charge for which is as follows:

Club Carnival - Junior	15.00 inc GST
Club Carnival - Senior	20.00 inc GST

An additional Officials sanctioning fee of \$2.20 inc. GST is charged 'per event participant' by FQ, where the event organiser and FQ have agreed that FQ will manage match official supply for the event.

(SANCTIONED COMMERCIAL EVENT) - Gala days, tournaments, holiday clinics, camps, charity events, carnivals, and other similar events. Events shall be deemed commercial if the player charge **is more than** \$35 inc GST per player or the team total breakdown is more than \$35 inc GST per player for events that run for less than one week (e.g. the team entry fee is \$750 inc GST per team with a maximum of 10 players per team - 10 players divided by the team fee total is \$75 per player).

All event participants that are currently registered as outdoor players to Football Queensland and have been made active for outdoor club football are exempt and do not attract an FQ Player Sanction fee. Participants who are not registered for outdoor football are required to register with the relevant 'Program Fee', the charge for which is as follows:

Club Carnival - Junior	15.00 inc GST
Club Carnival - Senior	20.00 inc GST

A **per player commercial fee** will be charged for ALL participants registered to the commercial event at the following rates:

- \$3.30 inc. GST per player for events
- \$5.50 incl GST where the event organiser and FQ have agreed that FQ will manage the supply of match officials for the event.

Come-and-Try Days / Free Promotional Programs

All events that promote football registration and participation, i.e., Summer Football events and competitions, where the club is not charging for participation shall be sanctioned with no FQ fee.

Summer Football events and/or competitions that exceed 10 weeks will have a sanctioning fee. A sanctioning fee of \$220 inc. GST per event/ competition will be charged by FQ. All event participants that are currently registered as outdoor players to Football Queensland and have been made active for outdoor club football are exempt and do not attract an FQ Player Sanction fee. Participants who are not registered for outdoor football are required to register with the relevant 'Program Fee', the charge for which is as follows:

Summer Football	35.00
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Non-Affiliate Matches

It is FQ's intention to promote football and participation, and we are aware of instances where affiliates may look to play matches against schools, non-affiliated club teams and/ or some academics.

In the spirit of promoting unity across all aspects of football, FQ will review all submitted sanction requests (one-off matches between affiliates and non-affiliates) and this will be at the absolute discretion of FQ.

The charge for this type of match will be \$55 inc. GST per match, irrelevant of age group or match length. Any attempt to create any kind of league/competition using this sanctioning avenue (or any other sanction type) will be deemed a breach of FQ sanctioning regulations. Other events requiring a sanction are listed below.

The below events must be lodged via the sanction portal, however, will attract no fee from FQ.

- Events involving a jumping castle or amusement ride, including end of year presentations.
- Off-site club events or functions
- Alternative training activities that are not football activities
- Extended training requests
- International tour permits
- Participation in a sanctioned event

Miscellaneous - any event or activity, which is not a normal winter football activity.

Affiliate Matches

[For 2025 pre-season game process click here.](#)

If you are unsure whether an activity must be sanctioned, please contact the FQ Sanctioning team via email sanctions@footballqueensland.com.au

12. HOW TO APPLY

Having reviewed the Sanctioning Policy and identified that you are required to apply, please complete the online Sanction Request Form via the Football Queensland website www.footballqueensland.com.au or [CLICK HERE](#) to access.

FQ reserve the right not to approve a request if it is within 7 working days of the event. Please give as much notice as possible to ensure we can assist with the application and to avoid the risk of FQ declining the request.

Should FQ decline a sanction request, the applicant may state their case to FQ who will then make a final decision in relation to the sanction application. Following the review of the application and any additional supporting documentation, FQ will contact the applicant regarding the final outcome.

Upon approval of the sanctioned event:

- A copy of the approval confirmation will be emailed to the applicant.
- The organiser may begin promotion of the event.
- Promotion of FQ Sanction approval, including the use of the FQ logo is prohibited until an approval is confirmed in writing.
- FQ must be notified immediately should there be any changes to those formally approved in the initial application process.
- Any event that includes MiniRoos Football age groups of U3 to U13 must apply the principles of FA.