

**POLICIES and
PROCEDURES
of the
WODONGA HOCKEY
CLUB INC.**

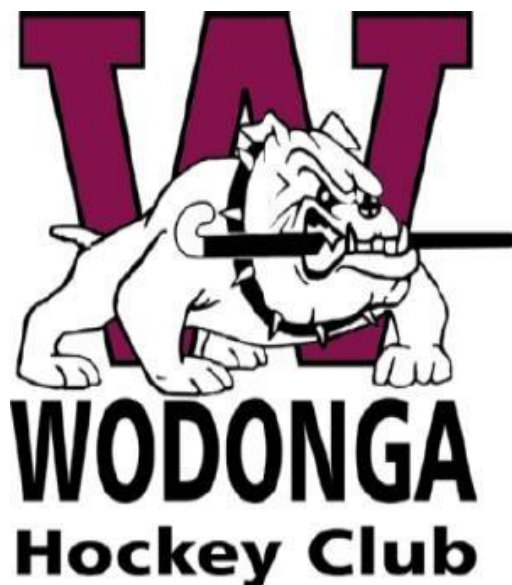


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POLICIES and PROCEDURES of the WODONGA HOCKEY CLUB INC.

NOTE

To be read in conjunction with the **Constitution** and **By-laws of the Wodonga Hockey Club Incorporated**.

This is a working document: Policies and Procedures and Forms are able to be added, amended, replaced or removed in accordance with Rule 81 of the Constitution.

PART 1 - PRELIMINARY

1. These Policies and Procedures are made under Rule 81 of the Constitution of the Wodonga Hockey Club Incorporated and approved by the Committee at a committee meeting of the Club.
2. In accordance with Rule 81 of the Constitution all Policies and Procedures shall be binding on the Club and its members.
3. A **policy** is generally described as a statement of intention that guides consistent actions within the club and supports decision-making at all levels and usually includes a why.
4. The **procedure** usually spells out what actions will be undertaken to carry out the intention.
5. Resources for developing policy and procedures
 - (1) Use this link to find the resource **Developing Policies and Procedures for your Club**
 - (a) <https://www.aaavic.org.au/>
 - (b) [Developing Policies and Procedures for your Club.pdf \(clubhelp.org.au\)](#)
 - (2) Sport North East is a valuable resource for club management.

PART 2 – POLICIES

1. Best and Fairest Votes

<https://www.wodongahockey.com.au/wp-content/uploads/Best-and-Fairest-VotesOutline.pdf>

2. Certificate of Currency

<https://www.wodongahockey.com.au/wp-content/uploads/WHC-2021-Certificate-of-Currency.jpg>

3. Child Safety Policy

<https://www.wodongahockey.com.au/wp-content/uploads/Child-Safety-Policy-February2019.pdf>

4. Code of Conduct

<https://www.wodongahockey.com.au/wp-content/uploads/Code-Of-Conduct.pdf>

5. Participation Levy Policy

<https://www.wodongahockey.com.au/wp-content/uploads/WHC-Volunteer-Levy-Policy.pdf>

6. Participation Policy Statement

<https://www.wodongahockey.com.au/wp-content/uploads/WHC-Volunteer-PolicyStatement.pdf>

7. Social Media Policy

<https://www.wodongahockey.com.au/wp-content/uploads/WHC-Social-Media-Policy.pdf>

8. What You Say Matters

<https://www.wodongahockey.com.au/wp-content/uploads/What-You-Say-Matters-2020.pdf>

9. Working with Children Check

<https://online.justice.vic.gov.au/wwccu/login.doj?next=mycheck>

PART 3 – PROCEDURES

1. Best and Fairest votes

PART 4 – FORMS

1. Registration form

<https://www.wodongahockey.com.au/members/#Membership-Form>

2. Committee nomination form

<https://www.wodongahockey.com.au/wp-content/uploads/Committee-NominationForm.pdf>