



# Taylors Lakes Cricket Club

## Captain's Charter



This Charter sets out the authority, responsibilities and key activities, (otherwise known as minimum standards), that all officially appointed Captains of sides representing the Taylors Lakes Cricket Club in season 2024/25 have agreed to and accept to uphold in all instances.

### 1. Authority:

- a. Act with integrity, honesty and transparency in all instances, i.e. with TLCC players, opposition players, umpires (or officials) and/or spectators.
- b. Always conduct yourself and your team in accordance with the rules set out in the respective association (VSDCA or NWMCA).
- c. Always treat umpires with the utmost respect, regardless if they are officially appointed or a representative of the opposition team.
- d. Escalate any concerns, issues, match day incidents or complaints directly with a member of the TLCC Committee, or the Chairman of Selectors.
- e. Make decisions based on the best interests of the TLCC.

**NB: The Captain will have 1 (one) vote in the Team Selection for their respective team, on a weekly basis. In addition, the Chairman of Selectors and Senior Coach will each also have 1 vote within the framework of the Selection Panel. Selection decisions will be finalised by majority of votes.**

### 2. Responsibility

- a. Ensure all of the players in your team have paid their club membership (by first game), or have a formal repayment plan in place.
- b. You are responsible for the conduct of your team on match days.
- c. Always play within the rules of the association.
- d. Do not discriminate or harass any player in your team.
- e. Do not discriminate or harass any opposition player.
- f. Provide each player in your team with an opportunity to perform at the best of their ability.
- g. Encourage promotion up in grades based on performance and/or requirements of the team above you (for example the Captain of the 3rd XI should consider the specific requirements of the 1st and 2nd XI when nominating players for promotion).



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- h. Be supportive and explain reasons behind any demotion to lower grades. Including highlighting remedial actions for future consideration (for example, set goals and or remedial action for the player being demoted, and continue to encourage this individual).
- i. Wherever possible players being demoted should be notified of their demotion (by either the Coach, Captain or Chairman of Selectors) prior to teams being confirmed on selection nights.
- j. I agree to be bound by any Codes of Behaviour and policies of TLCC, VSDCA & NWMCA for the time being in force, including Australian Cricket's 'Looking After Our Kids' Code of Behaviour for Affiliated Associations and Clubs.

### 3. Key activities to co-ordinate:

- a. Ensure you have access to match ball/s, stumps and boundary markers (cones) for the match days. (Stumps and boundary markers only required for games fixtured at 'home').
- b. Ensure collection of umpire fees from the Treasurer for each match day.
- c. Provide a match report to the Senior coach.
- d. Provide match/player highlights (e.g.: 50s, 100s, 5 wickets, partnerships, players highest score, classic catches) to the TLCC social media team (via email to [tlcc.webmaster@gmail.com](mailto:tlcc.webmaster@gmail.com)) for promotion via website and social media.
- e. Provide selection information (possible players for promotion, demotion & unavailable players) to the TLCC Chairman of Selectors by COB Tuesday prior to each selection night.

### 4. VSDCA Specific Activities:

- a. Enter selected team in PlayHQ by **7.00pm** on the **Friday** before the match.
- b. For **1st XI & 2nd XI games**, the home club captain shall ensure that matches are being live-scored in PlayHQ in accordance with the requirements as set out in VSDCA Club Diary & Guidelines 2024/25.
- c. For **3rd & 4th XI games**, the captain of the home club shall ensure that by **8.00pm** on the night of the actual day's play, the scores for that day's play are entered online through PlayHQ.



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- d. For **3rd & 4th XI games**, the captain of the home club shall ensure by **8.00pm** on the **Monday after the end of each completed match** the scorecards for that match are entered on line on PlayHQ.
- e. For **3rd & 4th XI games**, if there is no official umpire allocated to the match, the captain of the home club shall, in conference with the opposing captain, decide on the player votes for that match and ensure by **8.00pm** on the **Monday after the end of that match** that the votes are emailed to the Association secretary.
- f. The captain of each away club shall ensure that by **8.00pm** on the **Monday after the end of each match**, the scores and scorecards for each match are either confirmed or disputed online through PlayHQ.
- g. Each club shall enter into PlayHQ the Captain's Report on Umpires (which shall include reports on club umpires) and Captain's Pitch Rating by **8.00pm** on the **Monday after the conclusion of each match**.
- h. Ensure that for fixtured home matches, you arrange for team members (minimum of 3) to place 'covers' onto wicket and remove as necessary. Note that covers are mandatory unless otherwise advised by the Association or Club Secretary.

### 5. NWMCA Specific Activities:

- a. Ensure 'Match Scores' are entered into PlayHQ by **3.00pm** Sunday following the game. Please note, failure to do so will result in a fine for the TLCC.
- b. Ensure that 'Player Scores' and Captains reports are entered into PlayHQ by **8.00pm** on the Tuesday following the match day. Please note, failure to do so will result in a fine for the TLCC.

**NB: If your team has a dedicated Team Manager, the above noted activities can be shared with the team manager.**