



Randwick Netball Association Policy Handbook



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INTRODUCTION

This policy and procedures handbook will provide details of Randwick Netball Associations policies and procedures that support the operations of its Competition and representative program.

The information included in this handbook is purposely brief and may be subject to change; however, the rules and policies contained within align with the RNA Constitution and within the guidelines provided by Netball NSW.

RNA fully adopts the following Netball NSW policies:

- Netball NSW Adverse Weather Conditions Policy
- Netball NSW Code of Behaviour Policy
- Netball NSW Infectious Diseases Policy
- Netball NSW Photography Policy
- Netball NSW Pregnancy Policy
- Netball NSW Social Media and Cyber Safety Policy
- Netball NSW Member Protection Policy
- Netball NSW Grievance and Dispute Resolution Policy
- Netball NSW Disciplinary Policy

All policies can be found on the Netball NSW website <https://nsw.netball.com.au/policies>

This handbook is split into three sections

- **Administration** – which will include affiliation, registrations, grading, transfers etc.
- **Competition** – this section will deal with game-day policy, e.g., adverse weather, scorecards and umpiring.
- **Representative program** - This will include selection procedures for players and officials.

1. ADMINISTRATION

1.1 CLUB MEMBERSHIP AND AFFILIATION

AFFILIATION

A new Club wishing to affiliate must:

- (a) Apply in writing to the Secretary of the Association stating the name and uniform colours.
- (b) Forward the names and contact details, including the Secretary and Club delegates' email addresses and telephone numbers, to Council Meetings.
- (c) New Clubs must register all players, coaches, umpires, officials and office bearers off the Club.
- (d) Upon affiliation, the Club shall register the club uniform. The club uniform must be ratified by Council prior to the Competition.
- (e) RNA affiliation is at the discretion of the RNA Executive & Council, and RNA reserve the right to refuse affiliation.

COUNCIL MEETINGS

- (a) The dates for Council Meetings will be as advised in the Calendar of Events prior to the commencement of the Competition.
- (b) Only two (2) members from each Club are entitled to vote. Voting Members must be present until the end of the Meeting.
- (c) A fine of \$50 per Club and a loss of 1 point per team shall be imposed for Clubs not attending the current Competition's full Council Meetings. The fine must be paid before any team/s takes the court.
- (d) All correspondence to the Association is to be directed to the RNA Secretary through the Club Secretary.
- (e) All correspondence must be received by the RNA Secretary within 48 hours of scheduled meetings.

1.2 REGISTRATION

- (a) Team registration shall close on a date to be fixed each year as advised in the Calendar of Events. Registrations shall be submitted on the appropriate forms and accompanied by the full registration fee unless otherwise agreed with the RNA Treasurer.
- (b) A maximum of 12 players per team may be registered. No Club is permitted to register a team with less than 7 players.
- (c) Registrations must include MyNetball ID, player's full name, date of birth, the last Club and grade played, and the competition result. Where incorrect players' details are provided, penalties may apply.

- (d) Club officials, umpires and coaches must be registered with the Association.
- (e) All additional or late registration forms must be:
 - i. authorised and submitted by Club Secretaries or authorised delegate, then sent to randwick.addforms@gmail.com and must be submitted online to randwick.addforms@gmail.com before 6.00 pm on the Wednesday before the following Saturday (note: new registrations once completed online will be eligible to play in the next round)
 - ii. payment to be made by direct transfer to RNA

DE-REGISTRATION

Clubs must apply to the RNA Registrar to de-register registered players from a team, provided that the player has not played a game or part thereof during the current season. De-registration protocols will comply with the Netball NSW Membership & Affiliation policy.

PLAYERS' TRANSFER

- (a) Once registered and graded with one Club by the Association, a player may not transfer to any other Club until the following Competition.
- (b) Players transferring from one Club to another must receive clearance from the previous Club before being allowed to take the court.
- (c) Players transferring from another Association will need a clearance. Players will be given seven (7) days to clear their debts if any Association reports the player as being unfinancial.

1.3. CLUB UNIFORMS

- (a) Uniforms shall be a regulation skirt, top, dress or bodysuits, briefs and appropriate footwear as approved by the Association. Positional patches and bibs are considered part of the uniform.
- (b) All male players in a mixed competition shall wear shorts and shirts in the uniform colours of their Club.
- (c) No player shall be allowed to play unless wearing the registered uniform of their Club. Teams must comply with the uniform requirements as set out in the Official Rules of Netball. For medical (must be supported by a medical certificate), religious or cultural reasons application may be made by the respective Club on behalf of the individual for a variation of uniform to RNA for approval.
- (d) Any Amendments to the uniform must be agreed upon with the RNA Executive Committee.
- (e) Tights are not permitted under uniform

2. COMPETITION

2.1 COMPETITION STRUCTURE

The Competition includes the following age groups:

- (a) Net-Set-Go skills program (5-7 years)
- (b) Net-Set-Go non-competitive program players (7-9 years)
- (c) Junior competition:
 - 9,10,11,12,13,14 & 15 years
 - Mixed gender teams - 9-12 years
- (d) Intermediate competition players (13-18 years)
- (e) Senior competition players (14 years and over)
- (f) Representative players (11 years Development Squads)
- (g) Representative players (12 years and over)
- (h) Representative players in NSW competitions

The structure of grades and divisions within a grade may vary each year.

AGE GROUP

Age is determined by the player's age as of 31 December of the year of play.

- (a) Clubs are responsible for verifying the age requirements of their players. Birth Certificates and/or proof of birth date must be sighted.
- (b) If any players breach the age rule, the player will be deemed "Ineligible", and default penalties applied to the team.

2.2 PLAYING

GAMES

- (a) Matches will commence and finish on the siren.
- (b) From the siren, 5 minutes is allowed to await a fifth player. If a team has 5 players present, the game is to commence on the siren.
- (c) Any team failing to field 5 players 5 minutes after the siren must forfeit. If neither team has 5 players present at the end of 5 minutes, the game will be declared abandoned with no points awarded to either team.

FINAL SERIES

Four (4) teams in each grade obtaining the highest competition points will compete in the final series.

PROOF OF ELIGIBILITY

- (a) All players, as per the RNA Players' Policy, registered in teams must sign the scorecard for each game as specified by RNA. The player's first signature will be the specimen signature for the season. Junior players must write their full name, i.e. First Name and Surname.
- (b) Failure to correctly sign the scorecard may result in a loss of one (1) point on every occasion the signature is incorrect.
- (c) Points will be deducted from the total point score.

UNREGISTERED/INELIGIBLE PLAYERS

- (a) Teams fielding unregistered/ineligible players shall lose 2 competition points.
- (b) Playing a player that does not meet the age or division/grade requirements is considered playing an ineligible player.
- (c) If the team, who takes the court with an unregistered/ineligible player, wins the game, points are to be awarded to the opposing team.
- (d) If the team, who takes the court with an unregistered/ineligible player, loses the game; the points are deducted from their total point score.
- (e) Teams fielding players not adhering to competition playing rules shall lose 2 competition points.
 - (i) The team in breach wins the game, and the competition points are to be awarded to the opposing team
 - (ii) The team in breach loses the game, and the competition points are deducted from their total point score.
- (f) Teams **knowingly** fielding unregistered players or players not adhering to competition playing rules may incur an additional penalty or suspension for a number of games.

INJURIES

- (a) In round games, injury time can be called in accordance with the Netball NSW umpires Rule Book. However, the injury time is NOT played at the end of the game.
- (b) If a player is injured, injury rules regarding substitutions apply.

FORFEITS

- (a) Teams forfeiting must provide sufficient notice (3 hours) to the opposing team.
 - i. Contact should be made with the Club Secretary either via email or phone and must receive confirmation by the Club receiving the forfeit, and
 - ii. Notify the Competition Coordinator advising of the forfeit.
- (b) Teams failing to notify the opposing team of an intended forfeit will be subject to a fine of \$50.00.
- (c) A Club representative of the team receiving the forfeit must sign and submit the scorecard to the Control Centre or email the Competition Coordinator of the Association advising of the forfeit.
- (d) If a player plays up into another team after receiving a forfeit, they will only get credited for one (1) game.
- (e) Up to 4 players from a forfeiting team are eligible to play for another team on the day of the forfeit.

- (f) A forfeit may be declared after 5 minutes from the scheduled starting time of the game when the opposing team has less than 5 players able to take the court.
- (g) Any team forfeiting on 3 consecutive occasions during the Competition may be withdrawn from the Competition.
- (h) In the event, a team forfeits a match, and subsequently, RNA Executive cancels match play, e.g. adverse weather, the forfeit is void, and no points will be awarded

2.3 GRADING

GRADING COMMITTEE

All teams will be graded by Grading Committees consisting of five (5) members each:

- Two (2) Executive Committee (Competition Coordinator & Convenor)
- Three (3) elected members voted by Council

These members will be determined at the AGM (or next Council meeting following the AGM if all positions are not filled).

All grading of teams will be made at the discretion of the relevant Grading Committee.

TEAM ENTRIES

- (a) All entries for competitions must be lodged on the official Entry and Team Registration forms, together with full details of a minimum of seven (7) and a maximum of twelve (12) players' names and their relevant playing status/experience and must be received by RNA by the published time and date for close of entries.
- (b) Where a player's name appears on more than one team entry form the player will be contacted by RNA personnel prior to grading and the player must then immediately nominate the Club that they will be playing with, within 48 hours from the contact by RNA.
- (c) No more than three (3) changes can be made to a team once grading is finalised. After a team has been graded, any late registration should be of an equal playing standard. RNA may reject a late registration where it considers the inclusion of the player would affect the grade of the team. In such circumstances the Club or player concerned has the right of appeal.
- (d) Players may not play in a division lower than the division in which they were originally graded.
- (e) Junior teams shall be graded into Age Divisions. When registering their teams, Clubs should nominate the grade in which they prefer them to play.
- (f) If a winning team from previous competitions consists of five (5) original members, the team will be automatically moved to a higher division.
- (g) If a team who positioned last from previous competitions with five (5) original members the team will be automatically moved down to a lower division, where possible.
- (h) Where a team withdraws from the Competition after Grading, the offending team will be fined \$100.00.

APPEALS

Clubs have the right to appeal grading decisions. This must be done within the specified time frame. There are no appeals after any regrading. The decision of the Grading Committee will be final.

2.4 COMPETITION POINTS

- (a) Awarding of points:
- Win 2
 - Draw 1
 - Loss 0
 - Bye 2
- (b) Final placing and final series in each grade or age division is determined from the total aggregate score at the completion of competition rounds.
- (c) In the event of equal points at the end of Competition, goal average is used to determine final placings.

POINTS LADDER

- (a) Point scores will be on the Randwick Netball Association Website.
- (b) Any query regarding the allocation of points, must be in writing to the Association

LOSS OF POINTS

- (a) One (1) competition point may be lost for:
- an incorrect score card; and
 - failure to indicate a player's registered team when playing for a higher grade, division or age.
- (b) Two (2) competition points will be lost for:
- failing to register new players; and
 - not complying with the rules. If it is the winning team not complying with the rules their 2 points will be awarded to the opposing team.

2.5 PLAYERS

1. No player shall be allowed to play unless wearing the registered uniform of their Club.
2. All players are required to:
 - (a) Adhere to the Netball NSW Code of Behaviour.
 - (b) Abide by the Association's Competition Policy.
 - (c) Behave in a manner that is not in any way adverse to the aims and objectives of the Association.
 - (d) Clubs to ensure that all players and spectators on the Association's grounds behave in a manner consistent with the Code of Behaviour.
3. A player may take part in more than 1 competition match per round for their Club (to be referred to as the "2 competition game rule").
4. The player is subject to the following rules:
 - (a) If a player is playing 2 competition games, 1 competition game must be in the team the player is registered in. Clause 8 of the Players' Policy will apply for players playing 2 competition games.

- (b) Players are not permitted to play 2 competition games per day during final series.
 - (c) Players cannot play an additional game in a team where 7 team members are present.
 - (d) Any team with a player injured during the game will not be permitted to use the 2 competition game rule.
 - (e) Should any of the above conditions be broken under the 2 competition game rule the team in which the player is not registered in will be subject to the same penalties as playing an ineligible player (refer to Competition Policy).
 - (f) A maximum of 2 players in any one team can play additional games under the 2 game competition rules.
 - (g) Should a player play an additional game under the 2 competition game rule, the player must indicate the 2nd game on the score card and team registered in.
 - (h) Players using the 2 competition game rule can only be accredited with playing 1 game per round.
 - (i) The Association has the discretion to amend the 2 competition game rule to include invited representative teams into any grade or age division competition.
5. No player may compete in a semi-final, final or grand final unless the player has played 3 competition games for the Club, 2 of which must be in the team which has qualified for the semi-final, final and grand final.
 6. No player may compete in a semi-final, final or grand final unless the player is financially up to date with their RNA fees or financially up to date with an approved payment plan.
 7. A Club which has a team in one grade and is short of a player for the semi-final, final or grand final in a higher grade, may bring up a player from one of its lower graded teams, provided the player has played 2 games for the qualifying team during the current Competition.
 8. No player shall play in a lower grade to that in which the player is registered.
 9. If a player plays **5 games** in a higher:
 - grade,
 - age group
 - division

The player will be moved from her original team and be considered a player of the lowest grade of the 5 games played up. Where there are 2 teams in the same grade of this lowest grade, the player is able to choose the team they play in.
 10. When a Club is fielding more than 1 team in a grade or age division, players may not interchange in that same grade, except prior to season commencement, when Clubs may move a player by a date decided by Council each year.
 11. Players representing the Association in NSW Netball Senior Competitions - Metro League 1 and 2 players and Premier League players must play A1 and all other Metro League players must play A Grade. There is no limit to the number of Metro League players or Premier League players in any one team.
 12. Should a player be pregnant they should immediately refer to the Netball NSW Pregnancy Policy.
 13. RNA Executive may grant special consideration for a player to transfer to another if:
 - (a) The Competition has not commenced.
 - (b) The player's team disbands and

- (c) RNA Executive considers the cause of the team disbanding was in no way attributed to the player requesting the transfer.
14. Players cannot apply for a refund of registration fees if a team withdraws after registration, grading or fixtures are completed.
15. Any player registered in a club team that has been withdrawn from the Competition is eligible to play in another team within that Club provided that it is of a higher grade or division.

2.6 NET-SET-GO PROGRAM

RNA run two junior beginner's netball programs.

- 5-7 Skills Program (Learning and Acquisition of Fundamental Motor Skills).
- 7-9 Net-Set-Go Competition Games – These games are non-competitive games.

Please see the RNA Net-Set-Go handbook which contains full details of the rules and procedures.

SKILLS PROGRAM

A Co-Ordinator and sub-committee of Net-Set-Go 5-7 skills program will be appointed by the Coaching Co-Ordinator.

NET-SET-GO NON-COMPETITIVE GAMES

- (a) Non Competition games in the 7-9 Net Set Go Program shall be controlled by RNA and shall be in accordance with the rules set down by RNA.
- (b) Net-Set-Go non-competitive game rules and procedures are outlined in the Net-Set-Go Handbook.
- (c) All players must be in their Club's registered uniform at all times.

2.7 SCORE CARDS

- (a) In accordance with the Rules there shall be 1 scorer from each team who shall keep a record of the goals scored and centre passes. The first team mentioned in the fixtures is responsible for the collection of the score card from the Control Centre prior to the game.
- (b) Each team will be responsible for the correct names and obtaining signatures of their own players. The captain, umpire and scorer, and in the case of junior teams, the Manager, must sign the score card. Should any signatures be missing, then the score card will be deemed an incomplete score card and 1 point may be deducted from the relevant team's point score.
- (c) All junior players must sign using both first and last names.
- (d) A player substituting in a higher graded team must indicate the team in which they are registered on the score card. Failure to indicate the substituting player's registered team may result in a loss of 1 point for the offending team and is deducted from the point score.
- (e) All completed score cards are to be returned immediately to the Control Centre by the winning team at the completion of the game.

- (f) Semi-finals, finals and grand-finals score cards will be collected by the umpires from the Control Centre. The completed score cards are to be returned to the Control Centre by the winning team.
- (g) Net-Set-Go competition cards are to be collected from the Control Centre before the game and returned, completed, after the game by the team listed first in the fixtures.

SCORERS

- (a) Each team must supply a responsible scorer for the game. The scorers will stand together at the centre third courtside.
- (b) Teams failing to supply a scorer or sign the score card must accept without challenge the score card as submitted by the opposing team.
- (c) In the event that the score card cannot be correctly completed e.g. the umpire leaves without signing, the team must bring this to the attention of a member of the Executive who will duly sign the card to this effect. In this event no points will be lost.

SCORING DISPUTES

- (a) In the event that a team disputes a score during the game the scorers must refer the dispute to the Control Centre for a decision.
- (b) Should the final score be disputed the scorers must report to the Control Centre immediately after the game.

2.8 UMPIRING

UMPIRES

- (a) Umpires at Randwick Netball Association (RNA) are to abide by the Netball Australia Umpires Code of Behaviour.
 1. Umpire in accordance with the Official Rules of the Game;
 2. Treat all players, coaches, match official and other umpires with respect;
 3. Place the safety and welfare of the players above all else;
 4. Ensure the court and its surrounds are compliant with the rules;
 5. Take appropriate action to manage dangerous play;
 6. Maintain a high standard of personal behaviour at all times;
 7. Be a positive role model through behaviour and personal appearance projecting a favourable image of netball and umpiring at all times;
 8. Be courteous, respectful and open to discussion and interaction; and
 9. Maintain or improve your current performance level and seek continual improvement.
- (b) All affiliated clubs must have an Umpires Convenor who must attend all umpires' convenors' meetings in the RNA calendar.
- (c) Clubs are responsible for providing umpires of a suitable standard for the teams entered in the Competition.

- (d) All games must have two (2) umpires. Each team or affiliated Club is required to supply an umpire for each match, failure to do so will result in a player having to come off the court to umpire.

A-GRADE POOL

- (a) The RNA Umpires Committee will allocate umpires for A1, A2 and A3 games each Saturday. Each A1, A2 AND A3 team is responsible for sourcing and nominating a suitably qualified umpire for the umpiring pool.
- (b) National C Badge is the minimum standard for the A grade umpiring pool. If clubs feel that an umpire is of National C Badge standard but not yet badged, they must approach the RNA Umpires' Committee to have the umpire assessed as a candidate for National C Badge within the following 12 months.
- (c) Umpires in A Grade Pool should wear white. A white shirt placed over a playing uniform is acceptable.
- (d) Pool umpires will be paid an agreed amount per game, including finals.

TRAINING

- (a) It is preferred that all RNA umpires complete the Netball Australia [Foundation Umpires Course](#) and the Netball Australia [Rules of Netball Theory Examination](#).
- (b) RNA complies with the Netball Australia's National Umpire Accreditation Framework (i.e. National C, National B, National A and National AA Badge).
- (c) Club Umpire Convenors can provide coaching to their umpires, with prior approval from RNA Umpires' Convenor. If Clubs do not have the mentors to provide coaching, they should approach the RNA Umpires' Convenor for guidance.
- (d) When an umpire is ready to go for a National Badge, they must be viewed by a member of the RNA Umpires' Committee prior to attempting to be badged.
- (e) Beginner umpires must wear a training vest and MUST be accompanied by a mentor for coaching.
- (f) An umpire may not coach or direct play while umpiring except in the case of NetSetGo where the umpire provides guidance to BOTH teams.
- (g) The minimum age to umpire senior games is 15 years old, except with prior approval by RNA umpires committee.

FINALS

- (a) Clubs are required to submit umpire nominations as directed. The process for nominations will be emailed to all clubs at the completion of Round 12.
- (b) Umpires will be allocated to semi-finals, finals and grand finals by the Umpires Committee. Umpires will be paid an agreed amount per game. Clubs will be required to pay the agreed amount for each team qualifying for the final series. These monies to then be paid to the umpires allocated to the game.

DRESS CODE

- (a) Umpires at RNA must wear suitable footwear and:
- (b) Whites - shorts, tracksuit pants or skirt and white polo or jacket; or

- (c) Club uniform - tracksuit or playing dress or Club issue umpiring polo.
- (d) Leggings, skins and leisurewear are **NOT** allowed. Umpires who do not adhere to the dress code may incur a fine of \$50 to their nominated Club.
- (e) Each umpire is responsible for bringing their own equipment to the game, e.g. a whistle, rule book and a hairband to keep track of centre pass.

DISCIPLINE

Action may be taken:

- (a) If a breach of the players and or spectators Code of Behaviour occurs, an umpire has the discretion to lodge an incident report form; and
- (b) For failing to abide by the umpires' Code of Behaviour.
- (c) An umpire may be called upon to attend to a disciplinary meeting.

2.9 ADVERSE / WET WEATHER

RNA reserves the right to cancel, postpone or modify matches or activity due to adverse weather conditions in the interest of participant health and safety for all participants involved.

The RNA competition is played outdoors on all weather asphalt courts. To minimise unnecessary disruption to the Competition, draw and to ensure participants are given every opportunity to play netball, RNA's preference, if possible, is to not cancel games.

While games will not be called off solely because it is raining, player/umpire safety is paramount. If the courts at Heffron Park are deemed to be unsafe, matches will be postponed, and Club Secretary advised accordingly.

- (a) The decision to cancel matches will be made by the RNA Executive Committee (comprising of Executive member/s on duty). Decisions regarding cancellation of games may be made by each timeslot or alternatively morning games or afternoon games (not each age category). If the weather is severe, the whole day may be cancelled, and Club Secretary advised.
- (b) During wet weather, matches will only be cancelled for the safety of players and match officials. Correct footwear should be worn to cope with wet weather conditions and match cancellations will not be based on player/umpire/spectator comfort.
- (c) RNA refers to the Netball NSW Adverse Weather policy definitions and conditions as guidance in the decision making process.
- (d) Based on information received from local and state weather authorities a decision may be made to cancel activities. The consideration of safety will take into account the following:
 - (i) amount and intensity of rain/hail;
 - (ii) thunderstorm activity with lightning;
 - (iii) water volume on the courts;
 - (iv) lack of grip on court; and
 - (v) player age level on court.
- (e) Wherever practical, advanced notice will be posted on the RNA website and Facebook. If there is no notification on the RNA website or Facebook, teams should report to the courts.
- (f) Once play has commenced, and in accordance with the Official Rules of Netball, the RNA Executive may stop play in times of extreme weather. If the game is called off at or after half-

time, the scores will stand and the team with the highest score will be declared the winner. The score at the time the match is abandoned is taken to be the final score.

- (g) If play ceases before half time, the match shall be considered abandoned and no points awarded. In the event that games are cancelled, or called off before half-time, matches will be rescheduled. These games will be half ($\frac{1}{2}$)games.
- (h) If two (2) or more rounds are cancelled consecutively, the half games would be scheduled forward with all rounds to be played.
- (i) If round 14 games are cancelled, then they will be played the following week, and therefore will delay the final series by a week.
- (j) During the final series, wet weather games may be played Sunday.

3. REPRESENTATIVE PROGRAM

3.1 RNA SQUADS & TEAMS

The following teams are part of the RNA representative program. This document refers to the following Teams collectively as the "Squads and Teams".

- RNA ▪ Metro League Teams
- RNA ▪ State Title Teams 12/13/14/15/17/Opens/Masters
- RNA ▪ Summer Series Teams
- RNA ▪ Development Teams 11s, 12s,13s & 14s
- Any other ▪ team or squad as the RNA determines from time to time

PLAYER ELIGIBILITY

To be eligible for selection, **PLAYERS MUST:**

- a. Be a current financial member of RNA; and
- b. Be residing within NSW

Notwithstanding the eligibility requirements set out above, the Executive, at its discretion, may grant an exemption to an ineligible player.

When Players submit their nomination form, they must advise of any absences / commitments / holidays that will affect their availability to play or train as this may affect their selection.

3.2 SELECTORS

The Executive committee will be responsible for the creation of the RNA Selectors Committee (**RNASC**) and its chairman.

The RNASC will be made up of:

- 3 Executive Members
- 2 Club members

Members of the RNASC may not be placed in a Player Selection Panel.

The RNASC will be responsible for the creation of the representative Player Selection Panels (PSP). A Player Selection Panel (PSP) is created for each of the squads and teams.

PLAYER SELECTION PANELS (PSP)

- a) At the determination of the RNASC the Player Selection Panel may include one (1) independent selector from outside the RNA.
- b) The representative coaches, where known, will be appointed as a selector on their appointed team only.
- c) The RNA Junior/Senior convenors will appoint a Chairperson for each PSP. The Chair will facilitate discussion and decision making, ensure the integrity of the selection process is maintained and the policy is adhered to.
- d) The RNA Senior/Junior Convenors will provide administrative support to the Chairperson of the PSP i.e. arrange and organise meetings, liaise with the Executive and oversee the administrative requirements of all selections.

- e) RNASC reserves the right to vary the composition of the Panels from time to time.
- f) All final selections will be made based on the decisions of the majority of the respective Player Selection Panel (PSP).
- g) The Player Selection Panels will meet to discuss selections at various times in the season. The Senior or Junior Convenor will assist in the organisation of any meetings.
- h) The decisions of the PSP shall be final.
- i) The same selection ranking system will be applied to all PSPs.

SELECTOR APPOINTMENT PROCESS

- a. RNA will advertise the roles for all selectors on the RNA website www.randwicknetball.com.au and any other appropriate website as determined by the RNA. The advertising period is a minimum of 14 days. Closing date will be strictly adhered to.
- b. Selectors to be available for the whole process of their allocated Panel.
- c. The term of appointment of selectors will be one (1) year, from 1 September to 31 August the following year.
- d. On appointment, the principle of confidentiality by all persons involved in the selection process is paramount and all selectors will be required to sign an RNA Selectors Agreement.
- e. Selectors must raise any conflicts of interest during the appointment or selection process.

SELECTOR APPOINTMENT CRITERIA

- a) Persons wishing to be considered for appointment as a selector must fulfil the following criteria:
 - a. be a current financial member of Netball NSW; and
 - b. has a current Working with Children check/clearance.
- b) In addition to the above criteria, individuals must also address a minimum of **ONE** (1) pre-requisite of the following criteria in their profile and resume:
 - a. Coaching qualification, i.e. as a minimum, must hold the Development Coaching Accreditation.
 - b. Coaching experience: have coached within the last five (5) years at a minimum of State Titles Team level;
 - c. Playing Experience: can demonstrate playing experience for a minimum of two (2) years at a minimum of Metro League or past equivalent; or
 - d. Experience as a selector.
- c) Selectors must attend one (1) Representative Carnival and one (1) day at State Titles Championships if in appropriate Region.

CONFIDENTIALITY REQUIREMENTS

- a) All members of a PSP will be required to sign an RNA Selectors Agreement – refer Appendix A.
- b) Convenors, Panel members, coaches and any other person providing input to the Panel will not discuss selection matters to any other person whatsoever outside of the official selection meetings.
- c) Contravention of the RNA Selectors Agreement will lead to immediate removal from the selection panel.
- d) All members of a PSP will be required to sign an RNA Conflict of Interest Register – refer Appendix B. The Conflict of Interest Register will be managed by the RNASC. The Conflict of Interest Register will be available for review by Selectors and the Executive.

3.3 PLAYER SELECTION

The policies and procedures outlined in this document will help ensure the following:

- Alignment and consistency across all levels of the RNA Player Development Pathway;
- Transparency in the selection criteria and processes;
- Improved planning and execution of all aspects of the selection strategy;

OBJECTIVES

To select the best 10 (minimum) to 12 (maximum) available players, relative to positional requirements, to participate in the relevant Netball NSW competition across all age groups and divisions capable of achieving:

- the RNA success goals and objectives,
- support of the RNA representative pathways
- in support of emerging and future talent

SELECTION PROCEDURES

1. Deadlines for registrations of teams are set by Netball NSW each year and the relevant Convenors will establish a selection timeline each year in order to meet the NNSW deadlines and requirements.
2. Applications will be called for the RNA squads and teams in line with the RNA selection timeline.
3. Dates for selection/trials will be distributed to all affiliated Clubs.
4. Application forms will be available from the website and the link will be sent to the affiliated Clubs for distribution to potential applicants and advertised on the appropriate social media outlets.
5. All Players wishing to be considered for selection will be responsible for submitting their nomination electronically to RNA by the closing date.
6. Prior to selection all players must be financially up to date with the payment of their RNA fees or financially up to date with an approved payment plan.
7. The PSP will select the squads and teams as appropriate and may also identify up to 6 'shadow' players (2 in each position), where appropriate. These players may be involved in the training program at various times in the campaign as agreed with the squad or Head coach.

8. Selection for Opens & Masters State Title and Summer Series Teams may be a paper selection however RNA maintains the right to implement a physical selection process if required.
9. Selections will be conducted in up to four (4) phases, with additional phases added if required, within time frame in accordance with RNA selection timeline.
10. The Panel will announce players who will progress to subsequent Phases of trials. The number of players will be determined by the initial number of players in each phase.
11. At the conclusion of trials, the Panel will name the RNA Squads and Teams to compete in the relevant Competition.
12. Liaison with senior players selected will be conducted by the Senior Convenor in conjunction with the Chairperson of the relevant panel and the head coach.
13. Players must be viewed at least twice in their nominated positions.
14. One (1) hour skill session to be held prior to each selection.
15. All Selection paperwork to be handed to Panel Chair after each selection. The Panel Chair will keep records of selections from tracking purposes
16. All players, upon acceptance of a RNA representative position, will be expected to pay a non-refundable Acceptance Fee that will form part of total representative playing fees.

REPLACEMENT PLAYERS / PROCESS

- a) The PSPs, where required, will consider eligible replacement players as outlined in the relevant Competition Rules.
- b) The PSP, in consultation with the Head Coach, will have the final decision on any replacement player.
- c) If a selected player is unable to continue or is to be removed as a representative of any squad or team, the procedure for a replacement player is as follows:
 1. the relevant Convenor will be advised, and the PSP consulted;
 2. consideration will first be given to identified shadow players;
 3. consideration will then be given to other identified players from the selection process, should this be necessary; and
 4. the appropriate PSP will then fill this position with the player deemed most suitable.
 5. RNASC reserve the right to determine a replacement player when it is operationally prohibitive to call on the selection panel e.g. night before State Titles

Grounds for replacement

- a) Injury or Illness: A player who is injured or ill must provide medical certificate by a doctor or health professional. The relevant Convenor is to be notified where a player is unable to train due to injury or illness. After three (3) weeks of non-participation the relevant Convenor should be advised, where in discussion with the PSP will determine whether a replacement be selected. Injured players are expected to attend training and fitness, the program will be modified to cater for injuries.
- b) Failure to attend training, fitness sessions or games without RNA sanction may result in a player being replaced.

- c) Breach of Discipline: A player may be considered for replacement due to a breach of the Netball NSW Code of Behaviour or the RNA Player Agreement. The Head Coach will immediately advise the relevant Convenor of the situation who will initiate the RNA Discipline procedures.

LATE APPLICATIONS AND EXEMPTIONS

- a) Reason(s) for the late application must be disclosed by the player and include, where appropriate, relevant documentary evidence. RNA will determine if the player is to be permitted to trial.
- b) Where a player applies for an exemption from any of the phases, written documentation and proof of evidence (if requested by the Senior or Junior Convenor), must be supplied to RNASC Approval may only be granted by the RNA President.
- c) Where a player fails to attend trials and that player believes that exceptional circumstances prevented them from attending, a written application may be made to RNA within 24 hours of the commencement of selection. The reason(s) for non-attendance must be disclosed and include, where appropriate, relevant documentary evidence. The RNA Selection Panel sub-committee will determine if the player is to be permitted to be considered for selection.

APPROVAL AND ANNOUNCEMENT OF SQUADS AND TEAMS

- a) The Senior and Junior Convenors will submit the selections of all Squads and Teams selected by the Panels for ratification by the Executive.
- b) Once selections are ratified by the Executive a formal announcement will be made via the RNA website and players to confirm availability.

3.4 REPRESENTATIVE TEAM OFFICIALS

Representative team officials include

- Head Coach
- Assistant Coach
- Team Manager

APPOINTMENT PROCESS

- All roles will be advertised and appointed prior to the selection process of representative teams and squads.
- Head Coaching roles, where possible, will be appointed prior to the appointment of Assistant Coaches and Managers.
- The RNA Executive Committee will determine a selection panel who will be responsible for shortlisting, interviewing and appointing coaches & managers.
 - This panel will include the RNA President, Coaching Coordinator and an independent selector.
 - Where the President or Coaching coordinator is applying for a coaching role, the panel will be adjusted to include an elected Executive Member/s and or an

independent selector for deliberation and decision making of their nominated role.

- The term of the appointment may be either one (1) to two (2) years as determined by the RNA Executive.
- Where a coach withdraws less than 8 weeks from the commencement of the Competition, the panel may appoint another candidate from the applicants without additional advertising.

SELECTION CRITERIA:

All coaches & managers:

- Current Financial member of Netball NSW.
- Understands and adheres to Netball NSW Code of conduct.
- Able to build trust and respect.
- Effective leadership skills
- Effective interpersonal and communication skills.
- Positive, confident and decisive.
- Well-developed planning and organisational skills.
- Demonstrates the values and performance culture and standards that fit within the goals of the RNA Pathway program.
- Understands and complies with the relevant RNA and Netball NSW Policies and processes.
- Can establish and maintain positive working relationships with RNA stakeholders •
Ability to meet the duties, attendance and reporting requirements as per this policy.

Head Coach:

In addition to the above criteria the head coach:

- Netball NSW Development (working towards Intermediate) Coaching accreditation, as a minimum and recent coaching experience.
- Strong leadership skills can lead and delegate appropriate responsibility to the Assistant Coach, able to lead the team and management
- Strong interpersonal and communication skills.
- Demonstrated talent identification and selecting ability
- Can demonstrate the team vision, values and performance culture and standards that fit within the goals of the RNA Pathway program.
- Ensure that players and management understand the importance of ensuring all RNA representatives are considered role models and that RNA is portrayed positively at all times.
- Demonstrated commitment to their professional development as a coach.

Assistant Coach

Additional criteria for the Assistant coach:

- Developing talent identification and selecting ability
- Netball NSW Development Coaching accreditation, as a minimum and recent coaching experience.
- Strong understanding and ability to support the team vision, values and performance culture and standards that fit within the goals of the RNA Pathway program.
- Support the players and management in understanding the importance of ensuring all RNA representatives are considered role models and that RNA is portrayed positively at all times
- Demonstrated commitment to their professional development as a coach.

ATTENDANCE REQUIREMENTS

- Meetings as determined by the RNA Coaching Coordinator.
- Any professional development opportunities as agreed with the RNA Coaching Coordinator (e.g. coaching courses) - **Coaches only**
- Team Induction.
- All squad or team training and education sessions.
- The relevant Competition and carnivals.
- Be available on at least two (2) occasions to deliver coach education activities. These are to be mutually agreed to in consultation with the RNA Coaching Coordinator.
- Selection trials as per the Selection Policy and Procedures -**Head Coach only**

DUTIES

All coaches

- a) Liaise with the Coaching Coordinator to prepare:
 - the team campaign plan, including the program for player development and team preparation.
 - And coach the RNA team at the relevant Competition
- b) Work collaboratively with all the RNA coaching staff
- c) Liaise with the Team Manager regarding training requirements and all logistics associated with the relevant Competition and carnivals
- d) Liaise with the Coaching Coordinator regarding injuries, and the relevant Junior or Senior Convenor regarding any discipline issues.

Head Coach

- a) Head Coaches will participate as a member of the selection panel for their relevant team.
- b) Be willing and open to advice, feedback and support from the Assistant Coach to ensure the skills and attributes of the Assistant Coach are maximised.
- c) In consultation with the Assistant Coach and team Manager, provide the names of the Captains and Vice Captains to the RNA Convenor at least one (1) month prior to the commencement of the relevant Competition.

Assistant Coach

- a) Be willing, honest and open in providing advice feedback and support the head coach carry out agreed duties.

Team Manager

- a) Coordinate and manage the communication, uniform and logistics associated with training requirements, relevant Competition and carnivals
- b) Work collaboratively and in support of the coaches and players.

REPORTS

- a) Coaches & Managers to work collaboratively to submit a Campaign Plan – including training program and schedule.

- b) Coaches must each provide their own Campaign Review Report to be submitted within 14 days after the relevant Competition. The report will reference the Campaign Plan and will include a review of:
- Program
 - Player and Team preparation and performance;
 - Organisation
 - Communication
- c) Coaches to work collaboratively to provide Individual Review report on each player, their on and off court performance and potential to progress.

APPENDIX A – RNA SELECTORS AGREEMENT

CONFIDENTIALITY AND CONFLICT OF INTEREST ACKNOWLEDGEMENT PERSONAL AND IN CONFIDENCE

Randwick Netball Association (RNA) congratulates you on your one (1) year appointment as an RNA Selector. In line with the RNA's Selection Policy and Procedures this agreement is to be completed and returned to the RNA President within seven (7) days of appointment.

Confidentiality Statement

During the course of your appointment, you will obtain access to, or become aware of, confidential information pertaining to individual person/s, squads and teams.

RNA Selectors must have qualities of tact, integrity and ability to preserve confidentiality of the information that is conveyed to them both by individuals, other officials and/or team management.

RNA Selectors must have an open and approachable personality and be able to deal efficiently and appropriately. Many issues are sensitive and need to be handled tactfully and with the best interest of the individual person/s, squads and teams in mind.

Discussion on selection matters, individual person/s, squads, teams, other officials and/or team management will remain within official selection meetings. Any discussions outside or with third parties, is not without the expressed permission of the RNA President.

Conflict of Interest Statement

A conflict of interest may affect a person's judgement as to what is in the public interest or may lead to a bias in their decision making. It is not always possible to avoid a conflict of interest. A conflict of interest is not necessarily unethical or wrong.

It is important that any actual, perceived or potential conflict of interest is identified, disclosed and effectively managed (including avoided if possible). Management of conflicts of interest must be fair, transparent, accountable and free from bias.

RNA Appointed Selectors must:

- disclose any actual, perceived or potential conflict of interest;
- discuss and agree with panel about how a conflict will be managed; and
- are encouraged to report any actual, perceived or potential conflict of interest that they observe.

In agreeing to being appointed as an RNA Selector, I agree to all terms and conditions specified within the RNA Selection Policy and Procedures including but not limited to Clause 1 and Clause 2 above.

In declaring any Conflict of Interest, I agree to comply with any conditions or restrictions imposed by the Panel and/or Association to manage, reduce, or eliminate an actual, potential or perceived Conflict of Interest.

Signature

Print Name

Date

APPENDIX B – RNA SELECTORS CONFLICT OF INTEREST REGISTER

A conflict of interest may arise when a member of an association has private or personal interests outside of the Association that may affect (or be reasonably perceived to affect) their ability to act in the best interests of the Association when they are carrying out their duties. Examples include parents/relatives who are on a committee or board and favour the interest of their kids who are athletes or an action results.

Potential conflict of interest can be real or perceived but must result in personal gain. Perceived conflicts are not assumed as real without consideration and mitigation.

Provide a short explanation in the table below for any conflict of interest to be considered.

List Name of Trialist	Type of Conflict (tick)			Description	Agreed Action
	Actual	Perceived	Potential		

Signature

Print Name

Date

Selection Panel Chairperson Signature

Print Name

Date