RNA UMPIRE COORDINATOR HANDBOOK

RANDWICK

MARCH 2025

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This handbook has been prepared by the Randwick Netball Association Umpires Committee to guide club Umpire Coordinators in their role.

1. Umpiring at Randwick Netball Association

Umpiring is an integral part of our game. Umpires provide the opportunity for everyone to play the game in a safe, fair and enjoyable environment. Everyone has a role to play in ensuring that we create a culture at Randwick where our umpires are a respected part of our netball community and young people are safeguarded.

The role of the RNA Umpires Committee is to provide leadership in umpiring and to support the umpires and clubs in the Randwick competition. The RNA Umpires Committee is a resource to the clubs to assist them in their endeavours to develop their umpires.

The Committee, or delegate, is responsible for allocating umpires to A grade pool games and to representative opportunities (Representatives Carnivals, State Championship and State Age Championship competitions), finals as well as for the supervision and panelling of umpires for National Badging.

Clubs are responsible for providing umpires who are of a suitable standard for the teams they enter into the winter competition. The RNA Umpires Committee can support the clubs in the development of umpires and provide information to umpires on the pathways that are available to them.

At Randwick we encourage co-umpires to meet each other at the start of the game, sit together at the quarter and half-time breaks, and to shake hands at the completion of the match. There is also a white tent for umpires to mingle & discuss all things netball.

Umpires at Randwick, in addition to **Netball Australia's General Code of Behaviour**, must meet the following requirements regarding their conduct during any activity held by or under the auspices of NA, MOs or Affiliates in their role as an umpire:

1. Umpire in accordance with the Official Rules of the Game.
2. Treat all players, coaches, match officials and other umpires with respect.
3. Place the safety and welfare of the players above all else.
    - Ensure the court and its surrounds are compliant with the rules.
    - Take appropriate action to manage dangerous play.
4. Maintain a high standard of personal behaviour at all times.
5. Be a positive role model through behaviour and personal appearance projecting a favourable image of netball and umpiring at all times.
6. Be courteous, respectful and open to discussion and interaction with other netball participants.
7. Maintain or improve your current performance level and seek continual improvement.
8. Refrain from conduct which could be regarded as sexual harassment, discrimination, bullying or victimization.

RNA Umpires – Key Contacts

RNA Umpires Coordinator

Debbie Ennis umpires@randwicknetball.com.au 0403 577 281

RNA Umpires Committee Members 2025 (nominated and elected at Council):

- Ryan Ahearne (Mens/Metro)
- Louise Monger (Mascot)
- Chloe Walker (Randwick Rugby/Metro)
- HyAnh Nguyen (UNSW)

2. Networking for Club Umpire Coordinators

The WhatsApp chat (Umpire Share Chat) can be used by club umpire coordinators/convenors for umpire vacancies and sharing of info. Contact the RNA convenor to add your club coordinator.

Individual clubs can be contacted via their details on the RNA webpage:

http://www.randwicknetball.com.au/club-contacts/

There is also a Facebook group for Randwick Umpires that provides excellent networking opportunities and assists clubs to fill vacant umpiring slots. All clubs, umpires, members and players are encouraged to join.

https://www.facebook.com/groups/RNA.Umpires/

3. Dress Code & Equipment for Umpires

A neatly presented umpire looks professional and in control of the game.

Umpires at RNA should wear whites from waist up or club uniform when umpiring games. Black bottoms (eg shorts, skirt, pants) are now permitted.

- Whites - shorts, tracksuit pants or skirt and white polo or jacket
- Club uniform – club branded tracksuit or playing dress or club issued umpiring polo
- Black – shorts, skirt, tights (no large branding)

Hoodies and sportswear (that are not a club/RNA uniform) are not allowed. Suitable footwear must be worn.

Preference is for umpires to be dressed in white (especially upper body half) and we encourage clubs to invest in a white polo for their umpires, this assists in distinguishing the umpires from players.

Umpires that are not appropriately dressed will incur a fine of $50 to their nominated club or asked to change.

Each umpire is responsible for bringing their own equipment to the game. As a minimum they will need a whistle, rule book and a wristband to keep track of centre pass. Rule books can be downloaded for free from World Netball App or purchased from RNA or the Netball Australia online shop.

The best whistle is the ACME Thunderer. They are loud, crisp and clear and also last for a long time, so well worth the investment.

4. Development of Umpires

The RNA Senior Umpires Committee is a resource for the clubs to assist in developing their umpires. The Association Badging Program for umpires at RNA is also to assist clubs in their umpire development and is overseen by the RNA Senior Umpires Committee and implemented by the Clubs and Association.

Clubs are responsible for providing umpires who are of a suitable standard for the teams that they enter into the winter competition and finals. The RNA Umpires Committee can support the clubs in the development of umpires and provide information to umpires on the pathways that are available to them.

Beginner Umpires

a. Contact your Club Umpire Convenor
b. Read the rule book – you can find online or purchase a hard copy
c. Complete the Foundation Umpires Course – in Netball Learning (Netball Australia)
d. Complete the Rules of Netball Theory exam – min. 70% pass mark
e. Attend the Beginners workshop or arrange mentoring at your club.

Training

- ☐ Must complete the Netball Australia Foundation Umpires Course and the Netball Australia Rules of Netball Theory Examination

  For assistance in enrolling in a course UMPIRING COURSES & WORKSHOPS - Netball NSW
- ☐ Download an e-copy of the rule book for free or Purchase a Rule Book from the Netball Australia online shop or the control window.
- ☐ New umpires should demonstrated the following skills before they start umpiring competition games:
  i. Dress code: Club uniform or whites
  ii. Whistle: type and volume
  iii. Voice: loud and clear
  iv. Centre Pass: call, arm and immediate whistle
  v. Throw Ins
  vi. Goal Scored
  vii. Stepping: Simple and obvious
  viii. Obvious contact and obstruction
  ix. How to start the game
- ☐ Introduce yourself to the other umpire
- ☐ Check nails and jewellery
- ☐ Captains to toss and advise the umpires of the result, umpires to choose which side they will umpire
- ☐ Clear the court of any obstacles and make sure it's safe for the players (including pads on the goal posts)
- ☐ Clear the sidelines and remind spectators where to stand (back from sideline and never on the goal line)
- ☐ Further training by Clubs to cover topics including:
  i. Obstruction: 90cm, arms before distance, shortening
  ii. Contact / contest
  iii. Replay/ repossession
  iv. Offside v. Breaking
  v. Over a third / untouched
  vi. Locations on the courts (names of lines and thirds)
  vii. Free pass / penalty pass, setting penalties using location names
  viii. Position, vision and timing
  ix. Hand signals
  x. Use of advantage

It is recommended that new umpires attend club training games to get some umpiring time on a game with 1 on 1 coaching support. Clubs can refer to the following resource for beginner umpire training Community Umpire Toolkit - Netball NSW.

Learn more about the National Umpire Development Framework.

Games

It is recommended that new umpires should be restricted to 10s, 11s and low division 12s age groups (depending on their age). Clubs that have new umpires and insufficient games should communicate with other clubs to swap or share games. Clubs must ensure that new umpires have completed the courses and are competent to umpire a competition game. Recommended minimum age is 13 years.

New umpires need to be supported by buddies or a mentor, particularly at the beginning of the season. The buddy should preferably have umpiring experience but if not, they should be a responsible member of the club who can support the umpire and assist in managing any sideline situation.

Buddies should also be able to offer assistance to the umpire on the other side of the court if no buddy is

present for them. Clubs can consider paying the umpire a reduced rate whilst they are in training, with the balance of the payment going to the buddy.

As new umpires progress they can be moved to higher level games.

During finals clubs should nominate appropriate level umpires for these games in particular for neutral umpire allocations.

Acceptable sideline behaviours

Clubs should educate their umpires, coaches, players and supporters about what is acceptable along the sideline.

- Full clearance along the sideline and goal line. The umpire should not have to run on the court to get past the spectators and equipment. This means a sideline free of drink bottles, clothing, children, pets, skateboards, scooters, chairs and spectators' legs.
- If any spectators make any comment to the umpire, and it makes them uncomfortable, they are able to stop the game and ask the spectator to move on or ask someone from their club exec to address.

6. Badging for an Association Badge

The Association Badges are White, Pink and Green. Please see relevant KPIs for each badge in appendix. Clubs are responsible for watching, coaching and assessing the progress of their umpires.

For an umpire to be badged, two people can assess and award the appropriate badge using the RNA Badging form while court side for an entire game. One person must be from a different club to the umpire that is being tested.

Completed forms are to be handed in to the Umpires' Coordinator at the control building. The Umpires' Committee will issue a certificate to the umpire in the following weeks.

Once an umpire is successfully awarded a green association badge the umpire will be eligible to aim for their National c-badge.

7. A Grade Umpire Pool

The RNA Umpires Committee, or delegate, will allocate umpires to the A grade games each Saturday upon nominations from A grade clubs.

The A Grade Umpire Pool (A1,A2,A3) is aimed at ensuring that the games in these divisions are umpired to the highest standard possible, to allow our players to play to the best of their abilities and for our umpires to progress their skills on quality matches.

A1, A2 & A3 teams clubs are responsible for sourcing and nominating a suitably qualified umpire for the pool. The umpires committee will top up this pool whenever possible with other talented umpires that are identified.

The standard for the A grade pool should be National C badge minimum. If clubs feel that an umpire is of this standard but not yet badged, they should approach the RNA Senior Umpires' Committee so the umpire can be assessed as a candidate for C badge this year.

Coaching will be available to umpires in the A grade pool from National B umpires & on occasion National A umpires.

Umpires who would like an opportunity to umpire at this level, however their club does not have teams in these grades, should contact the Umpires Coordinator or Senior Umpires' Committee. A swap can be arranged so the club has a replacement umpire for the lower division. This is encouraged as umpiring a higher level is a great way to stretch your umpires and continually improve their skill level, which maintains their interest in umpiring.

Uniform

Umpires on A1, A2 & A3 should wear whites (black skirt/shorts acceptable). It is also acceptable for a white shirt to be placed over a playing uniform.

Weekly Allocation Process

A weekly communication will be issued to clubs/umpires to nominate their availability for the upcoming Saturday. Allocations for each round will be confirmed by the Thursday evening. If there are not sufficient umpires to cover the games, A Grade clubs who have not provided umpires to the pool will be called upon to assist.

If an umpire is sick or injured and can no longer do their game, they should advise their club coordinator and the umpires committee asap. The club the umpire represents will be called upon to replace the umpire, should there not be sufficient umpires in the pool to cover the games, alternatively they will need to remove a player from the court to cover.

Payment

Payment is $35 per umpire per A grade game.

8. Finals Allocations

Umpiring a final of any grade should be considered a privilege and is recognition of a consistent performance throughout the season.

The Senior Umpires Committee is responsible for allocating umpires to all Finals, Semi Finals and Grand Finals. All umpiring appointments for finals are based on experience and capability. Where possible, only badged umpires will be appointed. A maximum of 3 games will be allocated, preferably 2 per umpire.

Clubs are required to submit their umpire nominations as directed, one week prior to the games. A detailed process for nominations will be emailed to the clubs at the completion of rounds.

If an umpire, who has been nominated by a Club, is unavailable for umpiring duties it is the responsibility of the Club concerned to find a suitable replacement.

Clubs are to be invoiced based on number of teams in finals and are required to pay by noon Friday the day preceeding the finals games. Fee is $30 per team or $35 for A grade only. RNA will pay umpires direct to their bank account. RNA will cover cost of reserve umpires. Any reserve umpire who does not take the court on request will not be paid.

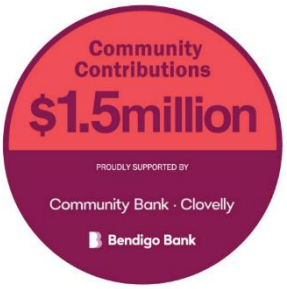
NOTE: Failing to show for an allocated duty or reserve duty will result in the club being fined $100

On Game Day

- Umpires must be dressed in whites (black bottom half acceptable).
- All umpires must report upstairs to the Control Centre no later than 15 minutes prior to the set time of play and sign on.
- Umpires will be allocated their games and will go to the court together, taking the scorecard.
- Umpires should identify a scorer and a time person.
- Umpires should sit together at the quarter and half-time breaks.
- Seek support from control if needed or any issues (send someone up)

9. Complaints

If a complaint is made to the Umpires' Committee concerning an Umpire during a game, a member of the Umpires' Committee, the Executive, or a delegate, will go to the game and observe the umpire, players and sideline. Appropriate action will be taken to attempt to resolve the issue, such as coaching the umpire or having a word with a coach or member of the sideline. The Club Convenor will be informed of the incident.



10. Community Bank Clovelly – Umpiring Pathways Program

Applications

Individual umpires to nominate for the program – with assessment during the representative trial process. Applicants to be currently umpiring and nearing readiness for either badging to a C/B level or mentoring toward such. Note: This is NOT a program for brand new umpires and the general mentoring and introduction to umpiring will continue to be managed by individual clubs.

Applications must be submitted to the umpires committee by the specified date on the website when the application form is published. Late entrants will be considered on a person-by-person basis if there are remaining vacancies within the program.

Randwick Netball Association aims to attract at least 4 applicants with interest in moving from C-badge to B-badge and at least 8 applications with interest in mentoring with intention to receive c-badge.

Program

The intended program is to include:

Introduction to the program evening:

- Confirming applicants' commitment and understanding of expectations
- Receipt of umpire development program sponsored shirt
- Meet the mentors
- Discussion of other events and key dates
- Casual introductions
- Request for season availability at this meeting
    - As per application each applicant must be available to attend at least 2 carnivals, and these will be allocated for the season

Association wide rule clarification night

- Open invitation to clubs – umpires/coaches alike to attend
- Quick rule discussion regarding common rules
- Open rule discussion
    - Open for all to ask rule clarifications a panel to answer
- Highly recommended for the umpires within the umpire's development program to attend

B & C-badge requirements evening

- Badge mentor team and B/C badge development program umpires required to attend
- B/C badge criteria to be discussed in detail with the requirements explained in detail and differences in criteria between B and C badge
- Q&A available to assist the umpires to reach this level and have relevant target information clear
- Mock assessments to be carried out near readiness for badging so applicants can see where they sit on the matrix
- Future pathways opportunities/experience eg. Metro, State Titles, NNSW competitions and pathway

Huge thanks to the Community Bank - Clovelly for their enablement and support of this program.

11. National Badging

The RNA Senior Umpire's Committee oversees National Badging at Randwick Netball Association. Umpires who achieve a Green Association Badge will be screened by the RNA Senior Umpires Committee for National Badging. Club Umpire Coordinators can submit names of umpires that they feel are ready to the RNA Umpires committee to schedule panelling.

National Badging is in line with the framework provided by Netball Australia. For detailed information on the prerequisites and pathways, refer to the National Umpire Development Framework.

12. Opportunities for Umpires

Umpires wishing to further their development are able to participate in a number of competitions and rep trials for Randwick teams.

Carnivals

Umpiring at carnivals is a great way to further umpiring skills, be coached towards a C Badge, have fun and earn some extra money. The rate is $100 for the day. Transport can be arranged. Umpires should wear whites. As a minimum, umpires should be of a 'White' or 'Green' Badge standard, working towards their C. First preference will be given to Community Bank Clovelly Pathways umpires.

Badged Umpires (preferred) are assigned to our Representative Teams in 12/13/14/15/17 years age groups and are required to attend all their carnivals (5) and umpire Saturday Rep Team games (as applicable 12-15 yrs only).

Umpires can register their interest for any of the above by emailing umpires@randwicknetball.com.au
Opportunities are also posted on the RNA website and socials.

State Age Championships and State Championships

Senior State Championships – June long weekend (Sat to Monday)

Junior State Titles – First weekend of July school holidays (Sat to Monday)

National C Badge or higher required. These competitions offer umpires the experience of umpiring other associations and the environment where every game is taken seriously. Umpires may be talent identified at these events by Netball NSW and invited to participate in other pathway opportunities. Expressions of interest should be emailed to umpires@randwicknetball.com.au

Representative Trials

Randwick require umpires to officiate for representative trials. Usually held at Heffron Park, JJ Cahill or Heffron Centre from August – February. Please contact the umpires convenor at umpires@randwicknetball.co.au . Payment is $25 per hour. Dates are available on RNA website calendar.

NSW Court Craft Summer Series

The NNSW Court Craft Night Inter-district competition is held from October – December at NSW Netball Central. This competition provides newly badged umpires the opportunity to be viewed by NNSW and is a pathway for a B Badge, umpiring Metro League, and provides umpires the opportunity to umpire netball in a professional indoor environment and be identified by Netball NSW.

Metro League

The NNSW Metro League competition is held during the winter season at NSW Netball Central. This competition is generally accepting B Badge and higher and is part of the pathway for an A badge, as well as

providing umpires the opportunity to umpire netball in a professional indoor environment. Netball NSW usually invite umpires to officiate and the association may be invited to nominate. Please contact the convenor if interested.

13. Recognition and Awards

In addition to the Association annual award Clubs are encouraged to give out umpiring awards at the completion of the season, much the same as awards are given for players. Recognition is an important part of keeping umpires motivated to progress, update their skills and to give back to their club. Examples of awards that could be given are “Most Improved”, “Best Junior Umpire” and “Outstanding Contribution to Umpiring”.

14. Randwick Association Badging KPIs

Clubs at Randwick Netball Association are responsible for new umpires training and development. To assist clubs to mentor and teach new umpires Randwick has an Association Badge pathway.

Association badges are to be managed by clubs and require inter-mingling of the clubs to have association accredited certification as “white”, “pink” or “green” level umpiring.

To achieve the accreditation one person from the umpire’s club + a person from another club must certify the attainment.

Please find the association badge forms at the end of the handbook.

Complete assessments can be digitally submitted to – umpires@randwicknetball.com.au or physical handed in to the control room for attention of the umpires convenor.

15. Umpiring Calendar

Please refer to Netball NSW or RNA websites or socials for dates of events:

Usually March

NNSW National Camp
The National B or C Camps are a one day professional development session for National B or C umpires. The session will count towards the updating of your accreditation. Registrations via NNSW.

March/April
1 pm
RNA Building Heffron Park

Education Session for Beginner Umpires 11am-

This session is open to those new or newish to umpiring. Attendees should have completed the Foundation Umpiring Course and the Rules of Netball Theory Examination.

Please bring a drink bottle, morning tea, whistle, rule book, notebook, and pen and wear comfortable clothing & footwear.

The session will go ahead in any weather.

As required/notified
6.30pm – 7.30pm
RNA Building Heffron Park

Umpire Coordinators Meeting

Each club is required to send at least one representative, preferably the Umpire Coordinator. If the club does not have an Umpire Coordinator, please send another committee member.

Agenda:

1. Season: Umpires Working Together
2. The role of RNA Senior Umpire's Committee and the role of Club Coordinators
3. Facebook/WhatsApp group for Umpires communication
4. RNA opportunities for Umpires
5. Association Badging
6. National Badging

As notified
6:00pm (Saturday)
RNA Building Heffron Park

Rules Discussion 5pm-

This session is open to all umpires, players and coaches from all clubs.

Discussion will include Contact v Contest, Obstruction, Replay, Advantage, Injury Time Outs, plus general Q&A.
Deep dive into game management.

Whilst beginner umpires are welcome, this session is not aimed at beginners and will not be going through all the rules in detail, rather it is focused on technical discussion of the rules.

RANDWICK NETBALL ASSOCIATION

Key performance Indicators for **Green Award**

Umpire's Name: _____ Club: _____

Theory exam mark: _____ Year: _____ Grade umpired for badge: _____

Key Performance Indicator	Competent		Comments
	Yes	No	
Before the game the umpire:			
Checks the court and equipment			
Checks players are wearing correct uniform , no jewellery and have correct nail length			
Is correctly dressed			
For the duration of the game the umpire:			
Consistently blows the **whistle** loudly			
Uses a **confident clear voice,** loud enough to be heard by on court players			
Demonstrates good **control** of the game, cooperates with co-umpire			
Identifies **minor infringements** e.g stepping, held ball, breaking, over a third, out of court			
Identifies **major infringements** without hesitation e.g contact and obstruction			
Consistently **indicates setting** of penalties and shows understanding of hand signals, shows understanding of the correct setting of penalties			
Is mostly level with the play and knows **basic positioning** for throw ins, centre passes etc			
Shows greater understanding of **protocols** eg: time, late arrivals, emergencies.			
Mostly uses **correct terminology** to call infringements and their penalties			
General Comments:			
Strengths:			
Areas for further development:			

Assessor's Name:_____ Signature: _____

Assessor's Name:_____ Signature: _____Date:_____

RANDWICK NETBALL ASSOCIATION

Key performance Indicators for **White Award**

Umpire's Name: _____ Club: _____

Theory exam mark: _____ Year: _____ Grade umpired for badge: _____

Key Performance Indicator	Competent		Comments
	Yes	No	
Before the game the umpire:			
Checks the court and equipment			
Checks players are wearing correct uniform , no jewellery and have correct nail length			
Is correctly dressed			
For the duration of the game the umpire:			
Blows the **whistle** consistently for centre pass & goal, whistle can be heard by most players			
Uses a **voice** loud enough to be heard by players involved in penalty			
Mostly controls the correct area of court and meets co-umpire at intervals			
Identifies **some minor infringements** that are very obvious e.g stepping, held ball, out of court			
Identifies **some major infringements** that are very obvious e.g contact and obstruction			
Knows how to **indicate basic direction** of penalties and attempts to use some hand signals			
Attempts to be level with the play and knows **basic positioning** for throw ins, centre passes etc			
Is confident in **making decisions** at this level			
Begins to use **correct terminology** to call infringements			
General Comments:			
Strengths:			
Areas for further development:			

Assessor's Name: _____ Signature: _____

Assessor's Name: _____ Signature: _____ Date: _____

RANDWICK NETBALL ASSOCIATION

Key performance Indicators for **Pink Award**

Umpire's Name: _____ Club: _____

Theory exam mark: _____ Year: _____ Grade umpired for badge: _____

Key Performance Indicator	Competent		Comments
	Yes	No	
Before the game the umpire:			
Checks the court and equipment			
Checks players are wearing correct uniform , no jewellery and have correct nail length			
Is correctly dressed			
For the duration of the game the umpire:			
Blows the **whistle** loudly and consistently, whistle can be heard by most players			
Uses a confident **voice,** loud enough to be heard by most on court players			
Controls the correct area of court and begins to show cooperation with co-umpire			
Identifies **some minor infringements** e.g stepping, held ball, breaking, over a third, out of court			
Identifies **some major infringements** without hesitation e.g contact and obstruction			
Consistently **indicates basic direction** of penalties and uses some hand signals			
Is mostly level with the play and knows **basic positioning** for throw ins, centre passes etc			
Is confident in **making decisions** at this level			
Begins to use **correct terminology** to call infringements and their penalties			
General Comments:			
Strengths:			
Areas for further development:			

Assessor's Name:_____ Signature: _____

Assessor's Name:_____ Signature: _____Date:_____