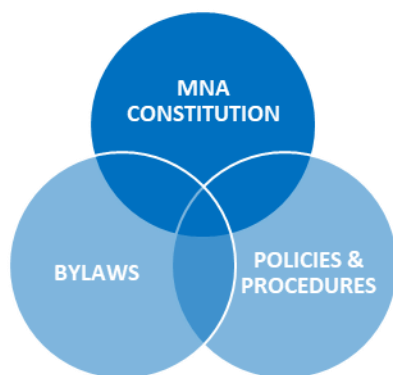




# By-Laws, Policies and Procedures

Mackay Netball Association Inc



NOVEMBER 2022



# MACKAY NETBALL ASSOCIATION INC

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# MACKAY NETBALL ASSOCIATION INC

## BY LAW 1 / 2018

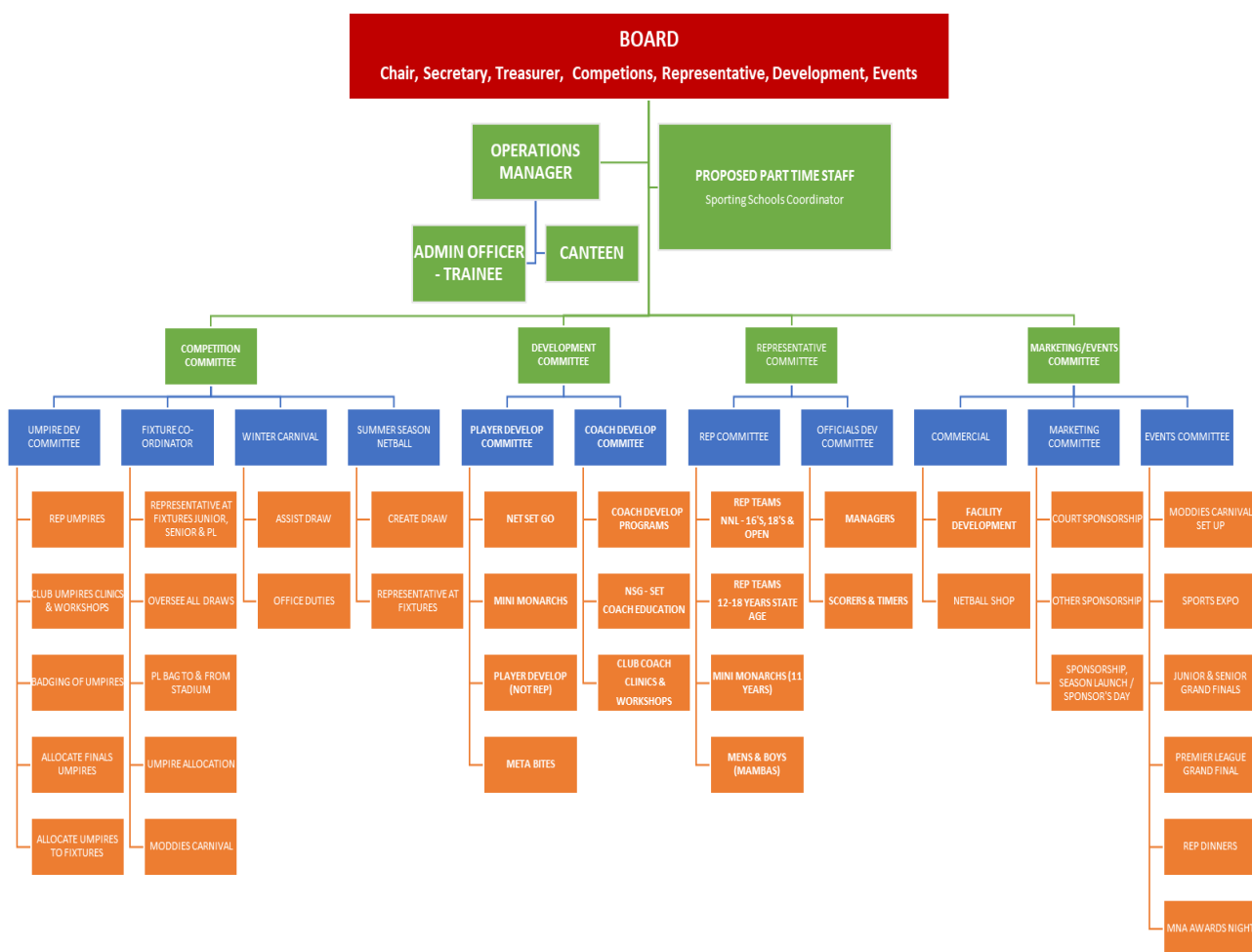
### COMPOSITION OF BOARD - RESPONSIBILITIES OF THE BOARD

#### BOARD AND ITS RESPONSIBILITIES

In accordance with the Mackay Netball Association Inc Constitution the following By Law is adopted by the Board of Mackay Netball and sets out the duties of the Board members.

The Board shall be appointed in the manner as set out in the Constitution.

The Governance structure in diagrammatic format is as below:



The **Board** of the Association consists of the following positions:

1. Chair
2. Treasurer
3. Secretary
4. Director of Competitions (Net Set Go, Junior, Senior, Premier League, Carnivals, Social) (Competitions)
5. Director of Representative Program (Representative)
6. Director of Coaching and Development (Development)
7. Director of commercial Activities (Marketing) (Marketing, Sponsorship, Facility Development and Events)



# MACKAY NETBALL ASSOCIATION INC

## BOARD RESPONSIBILITIES

### Chair:

•	attend Board meetings and other meetings / forums of the association;
•	preside as chair at Board meetings and member forums and in doing so ensure that all business is conducted in a proper manner in accordance with the association's rules, by-laws and standing orders;
•	endeavour at all times to ensure the general well-being of the association, and to act as spokesperson for the Association when appropriate, having regard to the objects, policies and decisions determined in accordance with the Rules of MNA;
•	liaise as necessary with government departments, Councils, partners, sponsors and governing bodies where association representation is required;
•	be aware of all current and future association activities and act as spokesperson on and at these activities;
•	report to the Board, operational positions and general members of the association as appropriate;
•	direct supervision of employees of the association;
•	support all volunteers and staff, including committee members, coaches, umpires and players;
•	represent the association as the appointed delegate and attend all general meetings of Netball Queensland, including but not limited to annual general meetings and sport forums;
•	be familiar with Netball Queensland's calendar of events;
•	prepare a report to be given to the secretary prior to, and to be presented at the AGM;
•	perform (having regard to the rules of the association) such other duties as the Board may direct from time to time.
•	ensure the planning and budgeting for the future is carried out in accordance with the Rules of MNA.
•	such other duties as shall be allocated by the Board from time to time.
•	Where possible represent MNA and the Board at all functions held by the Association including Rep, Awards Nights etc.

### Secretary

•	attend Board meetings and forums of the association and carry out all directions given at such meetings;
•	attend to the clerical work of the Association and keep current a list of all registration and complete records of all fixtures conducted by the Association, assisted by such persons as the Board shall appoint;
•	issue all Notices of Meetings in accordance with the Constitution and By-Laws, accompanied by an



## MACKAY NETBALL ASSOCIATION INC

	Agenda;
•	conduct the correspondence of the Association and keep in proper files all Association records and reports of sub-Committee's officers, delegates and officials;
•	receive and place before the Board all applications for membership;
•	keep a written record of all By-Laws of the Association and alterations thereto, including the date on which alterations came into force, and advise members of alterations thereto;
•	keep a register of colours and uniforms of affiliated members;
•	direct supervision of employees of the association;
•	prepare a report for presentation to the Annual General Meeting;
•	carry out all such other duties as may be required under the Constitution or By-Laws or as directed by the Board
•	such other duties as shall be allocated by the Board from time to time.
•	Where possible represent MNA and the Board at all functions held by the Association including Rep, Awards Nights etc.

### Treasurer

•	attend Board meetings and other meetings / forums of the association;
•	keep all books and accounts of the association and prepare a statement of receipts and expenditure, profit and loss report and balance sheet for presentation to each Board meeting;
•	coordinate the receipt of monies and issuing of receipts for payments, and ensure payment of such money into the bank;
•	produce bank statements at each Board meeting;
•	pay fees due to Netball Queensland, when authorised by the Board;
•	prepare an annual budget in consultation with the Board, subcommittees and operational positions;
•	present accounts incurred by the association to be passed for payment by the Board
•	following the end date of the association's financial year, close the association's books and prepare a set of financial statements as required by the association's auditor;
•	submit the association's financial statements and other relevant records to the auditor;
•	present audited financial statements to the annual general meeting, in accordance with the association's rules and the Act;
•	perform such other duties as the Board may direct;



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•	delegate all or any of the duties to any such other person or persons as are authorised by the By-Laws or the Board;
•	automatic member of the Commercial committee;
•	such other duties as shall be allocated by the Board from time to time.
•	Where possible represent MNA and the Board at all functions held by the Association including Rep, Awards Nights etc.

## Director of Competitions

•	attend Board meetings and other meetings / forums of the association;
•	work closely with other Board members to achieve the objects of the association and to ensure its general wellbeing;
•	be aware of all current and planned association activities;
•	work closely with the operational competition team convenors;
•	ensure that the calendar of events for the current season is prepared in conjunction on with the operations manager and convenors;
•	oversee the preparation of the junior, senior and premier league draws;
•	work closely with the Umpire Convenor to ensure that the umpires are allocated to the season draws;
•	oversee the carnival competition held by the Association – working closely with the competition convenors and Director of Commercial Activities relating to the promotion and advertising of same;
•	automatic member of the Competitions committee;
•	such other duties as shall be allocated by the Board from time to time.
•	Where possible represent MNA and the Board at all functions held by the Association including Rep, Awards Nights etc.

## Director of Representative Program

•	attend Board meetings and other meetings / forums of the association;
•	work closely with other Board members to achieve the objects of the association and to ensure its general wellbeing;
•	perform such other duties as the Board may direct;
•	be aware of all current and planned association activities;
•	work closely with the operational development team convenors;
•	ensure that the calendar of events relating to courses/representative opportunities/competitions is implemented
•	ensure that the representative team selections are conducted in accordance with the policies
•	such other duties as shall be allocated by the Board from time to time.
•	Where possible represent MNA and the Board at all functions held by the Association including Rep, Awards Nights etc.



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## Director of Development

•	attend Board meetings and other meetings / forums of the association;
•	work closely with other Board members to achieve the objects of the association and to ensure its general wellbeing;
•	perform such other duties as the Board may direct;
•	be aware of all current and planned association activities;
•	work closely with the operational development team convenors;
•	ensure that the calendar of events relating to courses is implemented
•	ensure that the Coach and Player Development opportunities are conducted in accordance with the policies
•	such other duties as shall be allocated by the Board from time to time.
•	Where possible represent MNA and the Board at all functions held by the Association including Rep, Awards Nights etc.

## Director of Commercial Activities

•	attend Board meetings and other meetings / forums of the association;
•	work closely with other Board members to achieve the objects of the association and to ensure its general wellbeing;
•	perform such other duties as the Board may direct;
•	be aware of all current and planned association activities;
•	promote the sport of netball through marketing and events
•	prepare Sponsorship Proposals in consultation with MNA Board;
•	seek possible sponsors and match packages to suit;
•	build relationships with the sponsors and keep them informed of MNA activities and events;
•	ensure the needs of each sponsor is met;
•	organise events and presentations as directed by the Board including but not limited to – Premier League Grand final, Junior and Senior Grand Finals and MNA Annual Awards Night.
•	Automatic member of the Commercial Committee;
•	such other duties as shall be allocated by the Board from time to time.
•	Where possible represent MNA and the Board at all functions held by the Association including Rep, Awards Nights etc.

## Record of changes to By-Law

Date	Changes made Bylaw adopted
22.11.22	Change to structure – to include a 7 <sup>th</sup> Board Member



# MACKAY NETBALL ASSOCIATION INC

## BY LAW 2 / 2018 APPOINTMENT OF OPERATIONAL POSITIONS

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In accordance with the Mackay Netball Association Inc Constitution the following By Law is adopted by the Board of Mackay Netball.

The Board of Mackay Netball acknowledges that for the successful operation, it will require the support of **OPERATIONAL POSITIONS** which may be paid or unpaid.

Following the AGM each year the Board will call for Expressions of Interest for the following Operational Coordinators:

- Competitions Coordinator
- Representative Coordinator
- Development Coordinator
- Commercial Coordinator

Each Coordinator will be required to work closely with the Director of the respective portfolio and will require the support of committee persons and/or convenors. The portfolio Director, Coordinator and Operations Manager will determine the required convenors to ensure that the areas of responsibility are managed effectively and in accordance with the policies set by the Board. The Coordinators and Convenors are authorized to appoint suitable people to their committees.

The **Operational Coordinators** will work closely with the **Directors** of:

- Competitions
- Representative Program
- Coaching and Development
- Commercial Activities

and are accountable for the actions and integrity of the Committees of which they chair.

### **Appointing Operational Positions**

The Board will call for expressions of interest for Operational Coordinators and will appoint a Coordinator to the roles based on experience and merit.

Each operational Coordinator will be required to have a committee to work with to ensure distribution of the workload with a view to longevity of volunteers.

When calling for expressions of interest the Board will determine and advertise Role and Responsibilities including:

- KPI's
- Reporting requirements
- Budget
- Whether the role is paid or voluntary.

In addition to the above operational positions the Board will appoint an **Umpire Development Coordinator ("UDC")**. The UDC will come under the responsibility of the Competitions Board Member and Operations Manager.





## MACKAY NETBALL ASSOCIATION INC

It will be the responsibility of the UDC to oversee the Umpire Committee. The Umpire Committee will consist of an umpire or representative from each club.

An honorarium will be paid to the UDC.

KPI's will be set which will include:

- Mentoring 5 umpires from clubs outside of the UDC's own club.  
(Each member of the umpire committee will be required to mentor umpires)
- Oversee the allocation of umpiring duties for juniors, seniors and premier league.
- Set meeting dates in advance – keep attendance records.

The areas of responsibility for each Coordinator and their respective committees are set out in the MNA Governance Structure. Upon the appointment of each Coordinator, the Board or Operations Manager will engage with the Coordinator and set out the Committees specific responsibilities for the netball season.

The Committee Coordinators will, upon making a recommendation to the Board, demonstrate that consultation has taken place with the members of the Committee, and where relevant with members of the netball community.

Date	Changes made
	<b>Bylaw adopted</b>
26.10.2021	Change to include "UDC"
22.11.2022	To reflect the change in Board positions



# MACKAY NETBALL ASSOCIATION INC

## BY LAW 3/ 2018 AFFILIATION AND FEES

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### 1. BACKGROUND

1.1. In accordance with Mackay Netball Association Inc. Constitution, the following By-Law is adopted by the Mackay Netball Board.

Mackay Netball requires that annual membership subscription fees and any levies payable by Members (or any category of members) the basis of the time for and manner of payment shall be as approved by resolution of the Board.

Clubs are responsible for paying Capitation / Registration fees for every playing and non-playing member. All Registration Fees include the relevant MNA and Netball Queensland Fees together with Insurance.

### 2. SUBSCRIPTIONS AND FEES

2.1. Each member must pay Affiliation fees and levies as set periodically in accordance with the MNA Constitution.

2.2. Annual Affiliation Fees and levies will be determined for each of the following age categories:

- Senior Member: a person who turns or has turned 18 – either in the year of registration or prior.
- Junior Member: a person who is not 18 years of age by midnight on 31 December in the year of registration.
- Modified Member: a person who is not yet 11 years of age by midnight on 31 December in the year of registration

In addition to member levies, game fees, umpiring levies and volunteer levies will be set. The Board reserves the right to introduce any levy deemed necessary from time to time to enhance the goals of Mackay Netball or to ensure its operating success.

2.3 All fees must be paid in full within six (6) weeks of the season commencing.

### 3. ESTABLISHING FEES

3.1 Mackay Netball is committed to ensuring that netball is affordable.

Mackay Netball will provide Members with the rationale and factors considered in circumstances where fees are increased.

### 4. FORMS, CONTRACTS AND CLAUSES

4.1 Members must use any forms, contracts and clauses prescribed by Mackay Netball when affiliating with Mackay Netball (whether in hard copy or electronic). This includes any mandatory questions or statements required with the Online registration system. An Affiliation booklet will be provided to each Club Member for completion and submission as a request to affiliate with Mackay Netball.

4.2 All members must abide by Netball Australia, Netball Queensland and the Mackay Netball rules including payment of required fees.



# MACKAY NETBALL ASSOCIATION INC

## Affiliation requirements relating to Volunteers

Each club must nominate a minimum of 2 volunteers. 1 volunteer must be on the Umpire Committee and must attend regular meetings. The second volunteer may nominate on any other committee  
Each club must nominate 2 umpires (prior to the season starting) whom they wish to be developed through the umpire committee.

Clubs with more than 10 teams (comprising of juniors and seniors) must supply a 3<sup>rd</sup> volunteer – who must sit on the Competitions Committee.

## Un-financial Membership

Any **club** that has not paid all outstanding accounts at least 21 days prior to the schedule date for the semi finals of a competition are declared un-financial and are not eligible to compete in the semi-final series.

Any **individual player** who is reported to the association as being un-financial is ineligible to affiliate with any other team or in any social competition until the original debt has been cleared.

### Record of changes to ByLaw

Date	Changes made
	<b>Bylaw adopted</b>
26.10.2021	Updated to reflect change to 2 volunteers required to be provided by clubs.
22.11.2022	To include the requirement of a 3 <sup>rd</sup> volunteer for clubs with 10 or more teams.



# MACKAY NETBALL ASSOCIATION INC

## BY LAW 4/ 2018 PERSONAL ATTIRE

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In accordance with Mackay Netball Association Inc. Constitution, the following By-Law is adopted by the Mackay Netball Board.

### Jewelry

- No jewelry or sharp adornments (except a medical alert bracelet) shall be worn.
- Rings are not permitted.
- Under no circumstances are earrings to be worn (including juniors with newly pierced ears)
- No body jewelry is permitted – eyebrow rings, nose studs, tongue studs, navel rings etc
- Under no circumstances shall a player take the court wearing any prohibited jewelry. Should a player be found to be wearing prohibited jewelry after the commencement of the game, they shall be sent off the court and the jewelry removed. Play is to continue without that player. The position left vacant during the time the player is off the court must not be filled unless that position is Centre, in which case the team may move one player to fill that position. The offending player may retake the court at the next centre pass.

### Hats On-Court

- Only soft brim hats may be worn. No plastic combs, as these can be dangerous.

### Glasses

- Players are permitted to wear prescription glasses only.
- Glasses must be secured tightly to the head by an appropriate headband.
- No sunglasses are allowed to be worn unless a medical certificate is submitted for Board approval.

### Fingernails

- Fingernails shall be cut short and smooth.
- The taping of fingernails is not permitted.
- Gloves are not permitted. Players with legitimate medical reasons for wearing gloves must supply a medical certificate stating the reason with a letter to the Operations Manager or Competitions Committee for consideration and approval. Fingernails shall be cut short and smooth under the gloves.

### Record of changes to ByLaw

Date	Changes made
	Bylaw adopted



# MACKAY NETBALL ASSOCIATION INC

## BY LAW 5/ 2018 INJURIES AND FIRST AID

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In accordance with Mackay Netball Association Inc. Constitution, the following By-Law is adopted by the Mackay Netball Board.

### Injuries

In the event of an injury the following procedure **MUST BE ADHERED TO:**

- Report injury **IMMEDIATELY** to the **COMPETITIONS COMMITTEE MEMBER ON DUTY** who will arrange for you to complete an 'Injury Report' form from the Clubhouse.
- Injury to be noted on back of Score card and Injury Report Book.
- Injured person to forward completed insurance forms to the address on the Form together with a copy of the Injury Report.
- Only members of the Board or **COMPETITIONS** Committee may ring the ambulance – unless in the case of an emergency requiring immediate action.

**REFER TO MNA AMBULANCE PLAN IN FIRST AID OFFICE.**

### First Aid

Clubs are to have their own First Aid Kits courtside each week.

Ice will be provided at the fixtures office for injuries only.

### Defibrillator

Located in the MNA Fixtures | First Aid room.

Date	Changes made
	<b>Bylaw adopted</b>
24/10/2021	To include “refer to MNA Ambulance plan in first aid office”
22.11.2022	To change reporting requirement



# MACKAY NETBALL ASSOCIATION INC

## BY LAW 6/ 2018 POLICIES

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### POLICES

MNA have extensive policies, some governed by Netball Australia or Netball Queensland and others specific to our association.

Mackay Netball adopt all Netball Australia and Netball Qld Policies and any reference to "Netball Qld" or "Netball Australia" is deemed to be reference to Mackay Netball.

In addition to the adopted Policies Mackay Netball have the following Policies:

1. Reschedule
2. Complaints Handling Policy
3. Volunteer Policy / Structure
4. Sun Safe Policy

Where there is a contradiction in policy – then the Mackay Netball policy shall override the Netball Qld or Netball Australia policy in relation to the particular instance.

### **Abuse, Intimidation, Violent and Overly Aggressive Behavior**

- Unacceptable behavior will not be tolerated in any form from any member or spectator.
- Mackay Netball has ZERO tolerance for abuse, intimidating and foul language used on and off the court, whether towards umpire and or opponent players or spectator. Deliberate rough play or intimidation, abuse or foul language will result in players being warned or sent off from the court, at the umpires' discretion. Spectators who act in an inappropriate manner will be asked to leave the premises. An incident report will be completed and investigated.
- Refer Fines Infringements, Penalties and Goodwill Table



# MACKAY NETBALL ASSOCIATION INC

## Fines, Infringements, Penalties and Goodwill Table

	Reason for Fine, Infringement or Penalty	Fine/Fee	Penalty
1	Goodwill Fee will be deposited with MNA at the start of each year.	\$55.00/team	
2	Playing an unregistered or ineligible player	\$50.00	Loss of game points by the offending team
3	Failure to submit a player transfer form within 48 hours of the player taking the court	\$50.00	Loss of game points by the offending team
4	Intentionally playing players under other registered names.	\$200.00	Forfeiture of match
5	Forfeit with 24 hours notice *Applies to all competitions and programs (Net Set Go -moddies, Juniors and Seniors and Premier League)	<b>\$Nil</b> Plus the opponent's game fees (calculated at Team game fees / no. of weeks)	
6	Forfeit without 24 hours notice *Applies to all competitions and programs (Net Set Go -moddies, Juniors and Seniors and Premier League)	\$100.00 Plus the opponent's game fees (calculated at Team game fees / no. of weeks)	
7	<b>Further forfeits (without notice)</b>	\$200.00 Plus the opponent's game fees (calculated at Team game fees / no. of weeks)	Should a team forfeit 3 times then the 4 <sup>th</sup> time a Club Delegate must appear before the Board. Should the delegates not attend then a \$500 fine is payable.
8	Failure to undertake Club Umpiring duties	\$50.00 per infringement	3 <sup>rd</sup> and subsequent Infringements, club delegate must appear before the Board
9	Failure to sign the Umpire Register before the game - or illegible writing		Ineligible for umpire payment
10	Failure to supply scorer		The score cannot be challenged
11	Failure by team coach / manager or representative to tick the players names on the score sheet evidencing which players have taken the court. When "live scoring" – failure to record the players who have taken the court in the system.	\$20.00 Insurance may be voided	Players who have not been marked present on the scorecard or on the Live Scoring system are ineligible for best & fairest points. If less than 5 of the original team have been ticked on the score card or recorded electronically - then the game is deemed a forfeit. The opposing team will receive the 3 points by way



## MACKAY NETBALL ASSOCIATION INC

			of Win on Forfeit.
12	Failure to undertake allocated Club Duties as outlined in the Operations Manual	\$20.00 per duty not undertaken	Club Delegate must appear before the Board
13	Playing and ineligible player in a Finals Match	\$200.00	Forfeiture of the match and the team will take no further part in the Finals Series.
14	Offensive and abusive language and behaviour to another player		1-3 week suspension from all MNA fixtures for 1 <sup>st</sup> offence. Subsequent offences – penalty will be at the discretion of the board.
15	Offensive and abusive language and behaviour to an umpire		1-3 week suspension from all MNA fixtures for 1 <sup>st</sup> offence. Subsequent offences – penalty will be at the discretion of the board.
16	Offensive and abusive language and behaviour to an official		1-3 week suspension from all MNA fixtures for 1 <sup>st</sup> offence. Subsequent offences – penalty will be at the discretion of the board.
17	<b>Deliberately</b> physically harming or attacking another player, umpire, official or spectator.		Banned from all MNA fixtures for a period as determined by the Board
18	Unruly behaviour by a club official, or a spectator associated with that club. Clubs will be held liable for their member's behaviour.		3 - 6 week suspension from all MNA fixtures or may result in termination of MNA Membership
19	Violation of MNA Ethics Clause – Club Official or 3rd party.	\$250.00/player - Offending Official	Suspension of their MNA membership for one (1) year from the date of the Hearing ruling.
		\$250.00 – associated Club	Fine must be paid before next fixture date.
20	Violation of MNA Ethics Clause – MNA Development Squad or Representative Official.	\$250.00/player - Offending Official	Suspension of their MNA membership for two (2) years from the date of the Hearing ruling.
		\$250.00 – associated Club	Fine must be paid before next fixture date.
21	Failure to provide a suitably trained scorer and/ or timer for Premier League (ie. Has not been in-house accredited)	\$100.00 per infringement	

### Record of changes to ByLaw

Date	Changes made Bylaw adopted





## MACKAY NETBALL ASSOCIATION INC

15.10.19	Inclusion of Premier League scorer/ timer fine – clause 21
21.10.21	Change to forfeit with 24 hours notice fee to Nil.
22.11.22	Changes to Penalties table



## MACKAY NETBALL ASSOCIATION INC

Policy Title:	RESCHEDULING GAMES POLICY AND PROCEDURE
Policy Type:	Governance
Date:	December 2018
Revision Date:	December 2019

This policy is no longer effective.

From 2022 onwards – NO RESCHEDULES will be permitted.

Teams who cannot field 5 registered players will be required to forfeit.

The only exception to this Policy will be in the event of a team comprising of 4 or more representative players who are attending a carnival under the MNA REPRESENTATIVE TEAM banner. In such event the game must be played the following fixture round at a time to be determined in consultation with the Competitions Committee and Club team coaches. In this event umpires will be supplied by MNA.

Refer to Fees and Penalties table.

Date	Changes made
	<b>Bylaw adopted</b>
24.10.2021	Policy changed
22.11.2022	Exemption included



# MACKAY NETBALL ASSOCIATION INC

Policy Title:	COMPLAINTS HANDLING PROCEDURES
Policy Type:	Governance
Date:	January 2020
Revision Date:	January 2020

Mackay Netball will deal with all complaints in a fair, timely and transparent manner. All complaints will be treated seriously. Mackay Netball will provide individuals with an informal and formal process to resolve the matter.

Mackay Netball will maintain confidentiality as far as possible and ensure that no individual is victimised for making, supporting or providing information about a complaint.

## Policy Statement

Mackay Netball is committed to effective and efficient resolution of complaints. Mackay Netball will endeavour to finalise all complaints within 21 working days and to undertake the following steps in the complaint handling process within the specified timeframes:

- Record – same working day
- Acknowledge – within 2 working days
- Finalise – within 21 working days

Mackay Netball aims to support people associated with our sport to make and resolve any complaints they may have in a fair, timely and effective way.

A complaint can be about an act, behaviour, omission, situation or decision that someone thinks is unfair, unjustified, unlawful and/or a breach of this Policy. Complaints will always vary. They may be about individual or group behaviour; they may be extremely serious or relatively minor; they may be about a single incident or a series of incidents; and the person about who the allegation is made may admit to the allegations or emphatically deny them.

Given all of the variables that can arise, Mackay Netball provides a step-by-step complaint procedure that must be followed at all times. If the procedures are not followed then the complaint will be disregarded.

If at any point in the complaint process the panel considers that a complainant has knowingly made an untrue complaint or the complaint is vexatious or malicious, the matter may be referred to a Tribunal for appropriate action.

To ensure fairness for everyone involved Mackay Netball will provide full details of the complaint and accompanying statements to the person or persons against whom the complaint has been made (respondent/s) and ask for their response. All complaints must be in writing and signed. No complaint made anonymously will be investigated.

**ALL COMPLAINTS MUST BE LODGED WITHIN 7 DAYS OF THE ALLEGED INCIDENT TAKING PLACE**  
*(ie. if on a Saturday - the complaint must be lodged by 5pm on the following Saturday. If on a Wednesday - the complaint must be lodged by 5pm on the following Wednesday).*



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**ANY COMPLAINT LODGED OUTSIDE OF THESE TIME FRAMES WILL NOT BE CONSIDERED - NOR ACKNOWLEDGED.**

The board of Mackay Netball retains the right to investigate any complaint or circumstance (including bringing the game or Mackay Netball into disrepute) that it becomes aware of – regardless of whether a formal complaint is lodged. This reservation of right extends but is not limited to instances of: Umpire Abuse, Unacceptable behaviours by members and Unacceptable Spectator Behaviours.

If the complaint relates to a member of the Board – then the Board member concerned will be excluded from all discussions surrounding the complaint and will take no part in the handling of the complaint.

## OPTIONS AVAILABLE TO THE COMPLAINANT

### INFORMAL APPROACHES

Talk with the other person

**CLUBS MAY FIRST ENDEAVOUR TO RESOLVE THE COMPLAINT BETWEEN CLUB DELEGATES PRIOR TO LODGING AN OFFICIAL COMPLAINT WITH THE BOARD. EVIDENCE OF SUCH ENDEAVOURS MUST BE LODGED WITH ANY OFFICIAL COMPLAINT MADE.**

### FORMAL APPROACHES

**Making a Formal Complaint**

#### Step 1.

Written notification using the prescribed form must be emailed to the secretary at [secretary@mackaynetball.com](mailto:secretary@mackaynetball.com) within the relevant time frame outlining the nature of the complaint. This notification must come from the Club Secretary or President. (Parents / supporters must lodge their complaints through the associated club). The club must also lodge a “Complaint Handling Fee” of \$250.00 which said fee will be refunded if the complaint is proven to be justified.

#### Step 2.

The written notification must include:-

- Complaints form in the prescribed form
- Statements by all persons witness to the event. Digital signatures will be accepted.
- If applicable, a statement as to what steps have been taken to resolve this complaint between clubs, and notes of the discussions which have taken place.

#### Step 3.

The Secretary will forward copies of the Complaints form and written statement from the Club Secretary together with all witness statements to the respondent Club who has allegedly committed the offence or breach.

#### Step 4.

The respondent Club will have seven (7) days in which to respond.

The response must include:-



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- (a) a statement by the Club Secretary / President as to whether the allegations are accepted or denied.
- (b) Statements by all persons who are either directly involved or a witness to the event. Digital signatures will **be accepted**.

If a response and accompanying statements are not received within seven (7) days then the respondent will be deemed to have committed the offence / breach and penalties will be imposed as per the current fees and penalties schedule. If there is no penalty listed in the fees and penalties schedule for the alleged offence then MNA Board will impose a penalty / fine.

### Step 5.

5.1 **If the allegation is accepted by the offending club** then the fines and penalties will be imposed as per the fees and penalties schedule. If there is no fine specified for the nature of the offence, then a fine shall be imposed as deemed appropriate by the Board.

5.2 If the allegation is refuted by the respondent or if the respondent wishes to raise allegations against the complainant then these allegations must be raised in the statements and will then be forwarded to the complainant.

5.3 After reviewing all of the statements provided and depending upon the seriousness of the occurrence the Board will at this stage either:-

- (a) Issue a "Conduct" Warning" which at the discretion of the Board may include a fine or penalty as per the schedule; or may
- (b) Schedule a meeting with all persons who they deem necessary to discuss the incident with. The Board will nominate 2 options of time and date.

All parties required to be interviewed by the Board must present at the meeting.

If the respondent and /or witnesses do not attend a meeting then the incident will be deemed to have occurred and will be dealt with in accordance with the Association's Rules and Bylaws. Alternatively, the Board may, at its discretion, suspend such members from taking part in any further games until such time as they present before the Board.

If the complainant and/or witnesses do not attend a meeting then the complaint will be deemed to have lapsed and no further investigations will take place.

### Step 6.

The Board will make a finding as to whether the complaint is:

- a. substantiated (there is sufficient evidence to support the complaint);
- b. inconclusive (there is insufficient evidence either way);
- c. unsubstantiated (there is sufficient evidence to show that the complaint is unfounded); and/or
- d. mischievous, vexatious or knowingly untrue.

### Step 7



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The Board (or its representative) will advise in writing of the outcome of the investigation and as to whether the allegations were found to be substantiated, inconclusive, unsubstantiated and/or mischievous. Written notification will be provided to both the Claimant and the Respondent.

The complainant and the respondent(s) may have the right to appeal against any decision based on the investigation. Procedures for appeal are located in the Rules and By-laws.

<b>Date</b>	<b>Changes made</b>
	<b>Bylaw adopted</b>
22.11.22	Change to Policy.



# MACKAY NETBALL ASSOCIATION INC

## THE “MNA VOLUNTEERING STRUCTURE”

### What is it?

The MNA volunteering structure, to be introduced from 2018.

### Why has the MNA volunteering structure been introduced?

Reasons for including the structure include:

- To acknowledge and reward the efforts of those volunteers who provide significant ongoing service to the organisation throughout the season;
- To share the growing workload and encourage more people to take on casual volunteering duties where possible;

### What is the fee?

All Clubs will be required to pay a compulsory **\$50.00 per team plus GST** upfront with their registration fees.

The fee of \$50.00 per team will be **refunded in full** at the end of the season **provided that** the club has undertaken all of its designated duties.

**In relation to members sitting on Committees – fulfilment of duties is deemed to have attended 80% of the committee meetings in person or through the use of technology.**

Volunteers will be required to sign the “volunteer” book evidencing completion of their duties. Records will be maintained in the Volunteer book.

It is the responsibility of the volunteer themselves to ensure that they record their duties (by signing the book).

### Volunteer Duties.

**Mandatory club tasks** (ie. All clubs must attend to this).

- Provide at **least two (2) volunteers** **(3 in the case of clubs with 10 or more teams)** to sit on working committees of Mackay Netball (ie. competitions committee, rep committee, coach and development committee or events/marketing committee – volunteer will be required to attend monthly meetings). One of the volunteers must sit on the Umpire Committee.
- Provide an umpire of suitable standard for all duties allocated by the Competitions Committee
- Provide an umpire mentor for your Club’s junior umpires (in conjunction with the MNA umpire committee)
- **Premier League Clubs (only)** to provide scorers & timers who have attended an in-house scorers and timers accreditation course.

**Other tasks:** (this is not an exhaustive list and other tasks may arise throughout the season)

- Provide volunteers for junior office duties (on a rotation as designated by the Competitions Committee)
- Provide volunteers for senior office duties (on rotation as designated by the Competitions Committee)
- Provide a game marshal for junior fixtures – on roster as designated by the Competitions Committee
- Provide a game Marshall for senior fixtures – on roster as designated by the Competitions Committee



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- Clean the toilet facilities during junior fixtures
- Attend to opening duties for both junior and senior fixtures – on roster as designated by the Competitions Committee
- Attending to closing duties for both junior and senior fixtures - – on roster as designated by the Competitions Committee
- Attending to duties consistent with keeping the facilities clean
- Provide volunteers to assist with the MNA Carnival (BBQ, cleaning and other tasks as designated)
- Any other duty allocated by the Board or Committees from time to time.

\*NOTE: Clubs with 5 or less teams will be rostered on with another smaller club to complete the duties for the entire fixture round: Juniors from 30 minutes prior to first round to the conclusion of the last game. Seniors – 5.30pm to the conclusion of the last round.

### Will this cover all roles?

NO

There are certain roles undertaken by members which are not considered to be volunteering but rather members' responsibilities as part of our association. These include, but are not limited to, team duties (umpiring / scoring etc), meeting attendance. These duties are not considered "volunteering."

\*All volunteers must have a blue card and have attended the volunteer induction.

Date	Changes made
	<b>Bylaw adopted</b>
22.11.2022	Changes made to volunteer structure.





# MACKAY NETBALL ASSOCIATION INC

## BY LAW 7/ 2018

### RULES OF PLAY AND COMPETITION STRUCTURE

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In accordance with the Mackay Netball Association Inc. Constitution, the Board of MNA have adopted the following By-law:

#### COMPETITION STRUCTURE

The Board will review and revise the Competition Structure for each season and will present the same to the membership.

The Competition Structure for each season will be referred to as “**Annexure A**” to this Bylaw and shall form the basis for all Rules of Play for the season.

#### RULES OF PLAY

The Rules adopted by all members shall be those of Netball Australia.

#### RULES RELATING TO FIXTURES

Matches will be played on days or nights as set down by the Board

##### Definition of a Team

A netball team comprises no fewer than seven (7) playing members and not more than twelve (12) registered players.

To remove a player’s name from a team sheet who is no longer playing with your team – you must notify the Coordinator in writing.

A team cannot take the court in any game without five (5) players that are registered to that team being on the court at all times - with the exception of a player leaving the court for blood. In the event of a player leaving the court under the blood rule– the position on court must remain vacant until such time as the player returns to the court (excepting that the Centre position must be filled by one of the remaining 4 registered players). If the player is unable to return to the court and 5 registered players are not able to continue the game – then this will deem a forfeit. **No forfeit fees will be charged.**

*\*Premier League “named” development players form part of the 5 players registered to the team\**

##### Grading Carnival

The Grading Carnival is compulsory for all teams participating in the Senior and Junior Competitions excluding NetSetGO.

##### Paper grading for the Grading Carnival:

- Clubs are responsible for submitting accurate details of players in their registered teams
- Clubs are responsible for nominating each team in the grade that they deem applicable having regard to experience and ability of the team
- The Operations Manager in conjunction with the Competitions Committee will prepare the Carnival draw based on nominations received, past game results and experience of players.



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- Umpiring duties will be Club based duties and Clubs must supply umpires of suitable standard applicable to the umpiring duty.

## Grading Committee

The grading committee will comprise of:

- The Director of Competitions
- The Operations Manager
- The Competitions Coordinator (who will chair the meeting)
- The Fixtures convenor (if appointed or such other member of the Competitions Committee as directed by the Competitions Coordinator)

## Procedure for Junior Grading

1. At the conclusion of the first Junior Grading -the Grading Committee will meet and analyze results.
2. All Clubs will be given until 5.00pm on the day following the first Junior Grading day to put forward "cross over games" that they would like their teams to play.
3. The Grading Committee will take into account "cross over" games where the requests are factual and results based.
4. The Grading Committee will prepare a draw for the Second Junior Grading.
5. At the conclusion of the Second Junior Grading 2 Delegates from each Club will be given an opportunity to meet with the Grading Committee to discuss their own teams grading for the season. 15 minutes will be allocated to each Club. Meeting times to be determined in conjunction with the Club Delegates and Grading Committee.
6. Clubs will be notified by way of an email from the Competitions Coordinator as to the outcome of the grades decided upon for each team.
7. The Grading Committee's decision (after being ratified by the Board) is final.
8. Any team who DID NOT attend all grading days (regardless of reason – whether legitimate or not) will be placed in the Grade set by the Competitions Committee after being ratified by the Board. The Club | Team who did not attend all gradings will have been deemed to have forfeited any right of challenge or appeal.

## Procedure for Senior Grading

1. At the conclusion of the first Senior Grading -the Grading Committee will meet and analyze results.
2. All Clubs will be given until 5.00pm on the day following the first Senior Grading day to put forward "cross over games" that they would like their teams to play.
3. The Grading Committee will take into account "cross over" games where the requests are factual and results based.
4. The Grading Committee will prepare a draw for the Second Senior Grading.
5. At the conclusion of the Second Senior Grading 2 Delegates from each Club will be given an opportunity to meet with the Grading Committee to discuss their own teams grading for the season. 15 minutes will be allocated to each Club. Meeting times to be determined in conjunction with the Club Delegates and Grading Committee.
6. Clubs will be notified by way of an email from the Competitions Coordinator as to the outcome of the grades decided upon for each team.
7. The Grading Committee's decision (after being ratified by the Board) is final.



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8. Any team who DID NOT attend all grading days (regardless of reason – whether legitimate or not) will be placed in the Grade set by the Competitions Committee after being ratified by the Board. The Club | Team who did not attend all gradings will have been deemed to have forfeited any right of challenge or appeal.

## Appeal of grading results

Clubs will have 48 hours to lodge an appeal to Mackay Netball (except in the case of a Club | Team who did not attend all gradings – in which case this Club | Team shall have no right of appeal)

Any appeal must be in writing and set out:

- (I) Club & Team Name
- (II) Grade placed in by the Grading Committee
- (III) Grade club believes the team should be placed in
- (IV) Justification for the change in grade – referencing results

No re-grading will occur after the start of fixtures. This includes Modified teams.

## General

- All matches will be centrally timed and be under the control of the central timekeeper.
- A warning bell will signify that the players and officials should take up their positions on the court.
- Duration of games:

## Juniors:

- At discretion of the Competition Committee depending on heat conditions 4 x 15 minute quarters with 2 (two) minute quarter breaks and 3 (three) minute half time.
- “Set Tier”– 4 x 12 minute quarters with 2 (two) minute quarter breaks and 3 (three) minute half time.

All senior matches will consist of four 15-minute quarters with a two (2) minute interval after the first and third quarters, and a three (3) minute interval for half time.

A player's age on the 31st December in the current year shall determine the age group in which they may play.

The Australian Sports Medicine Federation has advised that a player who becomes **pregnant** should not play beyond her 12th week. In fairness to yourself, your baby and the opposing players, our advice is that you do not participate in MACKAY NETBALL games after this time.

## Officials

The officials of the game shall be umpires, scorers and time- keepers.

Team Coaches must take-up and maintain a position on the side line opposite to the side line controlled by the umpire for that end. Coaches are not permitted to change their position mid-game without notifying and obtaining the approval of the umpires. Coaches are not permitted to walk up and down the side line at any stage during the game.

## Injury



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During a stoppage for injury or illness, other players remain on the court. During this stoppage coaching is permitted. Changes are permitted by both teams. If the team who calls the stoppage wishes to make changes - the changes must involve the injured player.

After injury or illness when no substitution is made for a player unable to resume play, the injured or ill player may return to the vacant position, after notifying the umpires the intention to return to the game.

With centrally timed games, the time will be added to the last quarter of the game. **A maximum of 2 minutes will be played at the end of the fourth quarter for any time taken.**

### Scoring

#### Paper based scoring procedures

1. Scoresheets must be collected from the office before each game.
2. The team coach/manager is responsible for printing the full name of any substitute player not already listed on the team sheet accurately on the scoresheet before the player takes the court.
3. All team players, late arrivals or substitute players must be marked as taking the court by the coach or manager placing a tick beside the players' names. Substitute players must have the team they are registered with written next to their name – i.e. Emma Smith, Starlets, 14A.
4. Scorers and Timekeepers
  - The scorer must be a responsible person from the team, the team's club, a supporter viewing the game or any responsible person deemed acceptable by the team.
  - It is recommended the team coach should not be the scorer for their team as their attention is required elsewhere.
  - If one team is unable to provide a scorer the game may precede with only one scorer and the teams must accept the score as tabled.
  - If neither team can provide a scorer then a member of each team must leave the court to allow the game to proceed and score the game.
  - Scorers should stand or be seated together near the centre line of the court and jointly carry out the responsibility of scoring.
  - Scorers are not permitted to call out or barrack for their team during the game.
5. The scoresheet is to be kept visible to both scorers at all times.
6. Goals are recorded by a simple stroke "I" and missed goals by a "." – no other markings are acceptable. To correct an error, place one simple diagonal line through the incorrect mark to cross out and initial the error.
7. Centre pass is recorded accurately. In the event that both umpires indicate the centre pass direction incorrectly, the scorer notifies the umpires, prior to the whistle.
8. Scorers are required to have a stop watch (or like device) available to record injury time or any time outs. Scorers are responsible for continuing the game at the end of the fourth (4<sup>th</sup>) quarter until all injury time has been played.
9. The scoresheet shall readily indicate the correct scores and the only score recognised as the accurate final score is from the "Goals Scored/Goals Missed" section – not the "Progressive Score" area.
10. Both scorers must double check and count back the "Goals Scored/Goals Missed" in each other's presence. If scorers do not double check the score together any changes will not be accepted.
11. If the scorers are not able to agree on the correct score, BOTH scorers must bring the scoresheet to the office to have the scoresheet reviewed.
12. Once both scorers agree on the final score and have signed the scoresheet they must ensure all other signatures are obtained.
13. The winning team is responsible for returning the scoresheet to the office.

#### Electronic scoring (Live Scores)



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When implemented by the Association, it will be the responsibility of all clubs to provide an appropriately trained scorer for each team for each game.

The scorer will be required to provide his /her own scoring device (mobile phone or Ipad).

### Points awarded

There will be three (3) points awarded for a win, two (2) points for a draw, one (1) point for a loss, and zero (0) points for a forfeit or disqualification. Teams on a bye will receive three (3) points.

### Best and Fairest

1. Best and Fairest nominations will form part of the scoring process.
2. Coaches are responsible for selecting a Best and Fairest from their own team as well as a Best and Fairest from the opposing team. Each player selected will receive 2 points.
3. The completed Best and Fairest information is to be completed at the conclusion of the game.
4. Responsibility for recording the Best & Fairest is the responsibility of the coaches. Where Best & Fairest information is not provided then there will simply be no best and fairest points awarded.

### Cancellation of Games

Games will only be cancelled in accordance with the Netball Qld Weather Policy.

### Games cancelled prior to commencement of first round

- Information will be uploaded to MNA's Facebook page.

### Games cancelled after half-time

- When games are cancelled after half-time - the score at the time of cancellation is taken as the final score for the games.
- Information will be uploaded to MNA's Facebook page.

### Competition points and game fees.

- Game Fees will be applied, and competition points awarded.
- When games in any division are cancelled prior to half-time, all teams in that division will receive two (2) points for that round of competition, upon receipt of game fees. (Where 2 points are allocated for each team in the division NO games will be replayed).
- Teams on the bye receive the three (3) bye points.
- Forfeits still stand

### Interchange of Players

- Substitution

There is no limit to the number of substitutions which can be made by a team provided that the number of players used does not exceed twelve.

### Late arrivals

No player arriving after play has started is allowed to replace a player who has filled the position of the latecomer.

Late arrivals may not enter the game while play is in progress, but after notifying the umpires may take the court after a goal has been scored. In this case the player must play in a position left vacant in the team.

### Forfeits, Disqualifications and Withdrawal



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- 1) Early Forfeit
  - a) Any team having to forfeit a match shall give notice in writing to MNA of such intention not less than 24 hours prior to the scheduled match.
    - Penalty as per Fines, Infringements, Penalties and Goodwill Table apply.
  - b) A team notified by MNA that its opponent has given notice of its intention to forfeit shall receive a win by forfeit without any members of the team having to sign the match scorecard.
  - c) In the event both teams give notice in writing of an intention to forfeit a match, neither team shall receive any points for the match.
- 2) Late Forfeit
  - a) A forfeit may otherwise be claimed if the opposition cannot fill the minimum team of 5 original team members within 5 minutes of the starting signal being given.
  - b) To claim a forfeit the opposing captain must have five (5) registered players from that team present.
  - c) Penalty for forfeiting without notice:
    - Penalty as per Fines, Infringements, Penalties and Goodwill Table
- 3) When a team forfeits prior to the commencement of fixtures on any given competition day/night, the forfeit stands even if that round is switched to an alternative day/night through postponement due to adverse weather conditions.
- 4) Once the game has commenced, if a forfeit is called **before half time**, the match will be treated as per forfeiture rules.
- 5) If a forfeit is called **after half time**, forfeiting rules apply and forfeiting team shall receive no game points but goals scored for/against will be recorded for purposes of goal averages. Best & Fairest points & games played are recorded.

In the event of a team forfeiting two matches they may have to show cause to Competitions Committee for such forfeiture.

## **Delayed games**

In the event of a team being late, five (5) minutes grace is allowed, the opposing captain (with five (5) registered members of their team present) may claim a forfeit. A team shall not commence with fewer than five (5) original players registered in the team after the five (5) minutes has lapsed.

## **Senior Competition**

If a Club enters two or more teams in any senior competition, no player shall be allowed to play in a lower division than the one in which she was originally registered for that season.

No interchanging of teams within clubs is allowed. Where it occurs that a club has two registered teams in the same division, the players cannot be transferred from one to another without the approval of the Association.

## **Umpiring**

Any player found guilty of disputing an umpire's decision on the netball court, or otherwise misconducting themselves, shall be liable to be disqualified from taking part in any match under the control of the Association having jurisdiction for such time as may be decided upon by its committee. Umpires may report in writing such players to the Secretary of the Association.

After commencement of game, umpires are not allowed to interchange, except in case of illness or injury.

## **Protests**

A team wishing to protest shall notify the opposing team captain of their intention to protest at the conclusion of the game.



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All protests must be lodged in writing within forty-eight (48) hours after the match to the Secretary for the Competition Committees consideration.

In the event of a tie of points, when any position has to be decided, the team with the highest percentage of goals shall be awarded the higher position by using the following formula:-

$$\frac{\text{Goals for}}{\text{Goals Against}} \times 100$$

### **Semi-Finals / Finals**

At the conclusion of fixtures, semi-finals shall be played as follows:-

- The top four (4) teams on points shall play off as follows:-
- No.1 team plays No.2 team (1st semi)
- No.3 team plays No.4 team (2nd semi)
- The loser of 1 and 2 plays the winner of 3 and 4 (preliminary final)
- The winner of this game plays the winner of 1 and 2 (grand final)
- There shall be no right of challenge.

The team finishing on top of the table at the conclusion of the final round of fixtures will be recognised as Minor Premiers.

No player may play in a semi-final or final unless he or she has played three (3) times during the fixtures competition for that club.

Teams must be available to play in all Finals. Any team who forfeits a Finals Match will be eliminated from the Finals Series. If a team placed 1<sup>st</sup> or 2<sup>nd</sup> forfeits the 1st Semi Finals Match on the scheduled day, there shall be no Preliminary Final. The winner shall automatically go through to the Grand Final.

Any team playing an ineligible player in a Finals match shall forfeit the match and take no further part in the Finals Series.

All Finals must be played on the day, date and at the time specified by MNA.

### **Drawn Games (in the case of Finals)**

- Scorers shall notify the fixtures office immediately of the drawn game. The Competitions Committee will then be responsible for timing the extra time to be played from the sideline.
- At the end of the game when scores are tied, there is a two (2) minute break during which time there may be substitutions and/or team changes.
- At the end of that two (2) minutes there are a further 2x7 minute halves played.
- At the end of the first 7 minutes there is a one (1) minute break and then the teams change ends. Substitutions and team changes are allowed.
- If at the end of the second 7 minutes the scores are still level, then play continues (without substitutions or team changes) until one team has a two (2) goal advantage.
- If an injury/blood rule occurs and time is required during the extra time where one team is to obtain a two (2) goal advantage, central timing is stopped, the player is to leave the court, and can not be replaced with another player. Positional changes can be made with the remaining players on court to ensure one of the remaining players are in the centre (C.) position. The option to make positional changes is also to be extended to the on court oppositions captain.





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- If the injured player is able to return to play after leaving the court and play has continued, then they are allowed to take part in the game in the position that is vacant. There are to be no positional changes.
- In the case of the blood rule, as long as the blood rule has been adhered to then the player may return to the court and take part in the game in the position that is vacant. There are to be no positional changes.
- During a match a minimum of five (5) players from a team must be on court at any one time one of whom must play as Centre. If the team does not have five (5) players then the umpire will award the match to the opposing team.

### Trophies / Awards – Finals series

The **winners and runners up** of the Grand Finals will each receive a medal. A maximum of ten (10) medals will be presented. Any extra medals are to be purchased at the team's expense.

**Darlene Robinson Memorial Trophy** will be presented to the premier league development player who has scored the most number of Best and Fairest points throughout the season.

**Deanna Turner Medal** will be presented to the best and fairest player of the Premier League grand final.





# MACKAY NETBALL ASSOCIATION INC

## "ANNEXURE A"

### **MACKAY NETBALL 2023 Competition structure**

#### 1. PREMIER LEAGUE COMPETITION

- Each Club may enter one (1) team only into Premier League with a maximum of twelve (12) registered players.
- Each team **must** nominate two (2) development players as part of their 12 registered players (here in after referred to as the "Nominated Development Players")

For the purposes of these Rules the criteria for a "Nominated Development Player" is:-

- Minimum age - 15 years as of 31 December in that year.
- Maximum age - 18 years as of 31 December in that year and player must be attending high school.
- Must be registered and play at least 3 games in the player's clubs "highest" level team competing in either the junior **or** senior competition. (*ie. A nominated development player may choose to play in the 16 competition only or the senior competition only or both the junior and senior competitions*). No additional registration or "second season" fees are payable by the Nominated development player to Mackay Netball.

Exclusions (ie. no longer eligible to be a classified as a "nominated development player")

- Any player who has been a nominated development player for 2 seasons (having played the required quarters in both seasons).
- Any player who has been selected to play in a Netball Queensland affiliated state team (including Sapphire Series). Shadow players/training partners are excluded from this rule unless they become a full time playing member for that team.
- Clubs with no underpinning teams **must draw** their development players from clubs that do not have a Premier League team. Should a club feel they do not have a player/s of a suitable standard in their own club, or they are unable to recruit a player from a club that does not field a premier league team, then a request must be made in writing to MNA for approval to recruit a player from a club that already fields a premier league team. Such request must include details of efforts made to recruit developments players from both their own club and clubs that do not field a premier league team.
- If recruiting from another club written notification from both clubs must be received by the Secretary prior to player registration.
- A Development player may only register with one (1) Premier League team per season and must be identified as a Development Player. Two (2) Development players must be identified as "Nominated Development Players".
- Minimum of 20 shared on court appearances must be played by the Nominated Development Players over the season (eg. 1 development player can have 19 on court appearance and the 2nd development player can have 1 on court appearance). Failure to comply will result in the team being ineligible to participate in finals. **NOTE: (An on-court appearance is defined as a full 15 minute quarter).**
- Development players registered in MNA Fixtures are not required to pay MNA any additional fees for Premier League games



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- Additional development players may be utilised by Premier League teams. These additional development players do not have the requirement to make any on court appearances. These development players must meet all other development player criteria.
- A maximum of twelve (12) players only are allowed on the bench at any given time.
- Any Premier League team consisting primarily of developmental players must pay the required MNA fees to take part in the competition.
- A player registered in the Senior competition, may substitute into Premier League a maximum of twice per season before having to stay up in the higher competition.
- No Premier League Player may play in an MNA fixture game in a lower division during the current season.
- State League scoring format will be undertaken.
- All teams must supply two bench personnel as per the draw or a fine of \$100.00 per infringement will apply. Bench personnel must have completed the inhouse training course prior to attending to the scoring | timing duties.
- The winning team in Premier League will receive \$750 prize money, Runner-up team, \$250. The winning Coach will receive \$200, Runner-up Coach, \$100.

## 2. SENIOR COMPETITION

- Division 1, 2, 3, 4 etc
  - Division 1 (or highest graded team per club) may nominate an unlimited number of development players throughout the season.
  - Development players must be turning 14 years old in the current calendar year **and must be still at school**
  - The initial nominated development player must play a minimum of five (5) on court appearances during the fixture rounds. (*An on-court appearance is defined as a full 15 minute quarter*). Failure to comply will result in the team being ineligible to participate in finals.

The MNA 15A Monarchs team will no longer be playing in the senior competition.

### NOTE:

- 17 years (2006) and older is classed as a “senior” player only.
- 15 and 16 years (2007 and 2008) have the opportunity to either play on a Saturday or Wednesday night or both (taking into consideration school/work commitments).
- 14 years (2009) have the option to play a second season or sub-up into seniors, however, they **MUST** play in the junior competition (**for further information refer to Item 5 – PLAYING UP INTO A HIGHER GRADE/DIVISION**)

## 3. JUNIORS

- **15-16 Years (2007-2008)** – Divisions A, B, C, D
  - 15-16's have the option to play in juniors, seniors or both
- **13-14 Years (2009-2010)** – Divisions A, B, C, D
  - 14 year olds (2009) have the option to play a second season or sub-up into seniors, however they **MUST** play in the junior competition (**for further information refer to Items 5 and 6**).



# MACKAY NETBALL ASSOCIATION INC

- **11-12 Years (2011-2012)** – Divisions A, B, C, D
  - Preferred – umpired by Club Badged Umpires

## 2023 FIXTURE TIME SLOTS

8:15am	12B, 14B, 16A
9:35am	SET Round -GO A
10:35am	12C, 14A, 14D,
11.55pm	12D, 14C, 16C, GO B
1:15pm	12A, 16B, 12E

\*These time slots may change if necessitated by the number of courts required.

## 4. NET-SET-GO

### NET Tier

*“To introduce participants to a number of fundamental motor and netball skills in a netball environment. Participants experience fun and success by participating in age and developmentally appropriate activities and minor games that foster teamwork.”*

- 5-6 Years (born 2018, 2017)
  - NSG Registration
  - Full Australian NetSetGO Program
  - Association based weekly NetSetGO skill sessions and activities including minor games, music and dance in accordance with NSG Program

### SET Tier

*“Refinement of fundamental motor skills and introduction to modified netball matches.”*

- **7-10 Years (born 2016 – 2013)**
  - Designed for players who have just completed the NET program
  - **Ideal** for “first and second year players”
  - NSG Registration
  - Club based teams
  - Preferred Club coach to hold a minimum Development level accreditation
  - Size 4 netball
  - Club based weekly NetSetGO skill sessions incorporated into Club training sessions
  - **Play on Saturday – games 4 x 12 minute quarters (\*subject to change)**
  - Games to be commenced centrally by the office buzzer. Remainder of game time to be kept by individual scorers.
  - **Full NSG Rules** – participate in modified competition in accordance with NSG Rules
  - Games will focus on skills not competition incorporating rotation, scoring, centre pass recording. Scores not recorded.
  - Players **must** rotate positions every quarter, preferably remaining in the one area per game ie. Defence one week, centre court the next, shooting the next.
  - No finals games will be played
  - Games umpired by coaches
  - Participate in a beginner Whistle Blowers Program / Rules Discussion

### GO Tier

*“Focus on specific skill development designed to help with the transition into junior competition.”*



## MACKAY NETBALL ASSOCIATION INC

The implementation of the new tier has been backed by research and is instrumental in Netball Australia's commitment to providing the best possible junior program.

Consumer research and market benchmarking suggests that having multiple tiers increases the longevity of a junior program for individual participants, as it creates greater variety in content and a stronger incentive to progress”

- **8-10 Years (Born 2013 - 2015)**

- Ideal for players who have previously participated in at least one year of SET Tier
- NSG Registration
- Club based teams
- Preferred Club coach to hold a minimum Development level accreditation
- Size 4 Netball
- Club based weekly NetSetGO skill sessions incorporated into Club training sessions
- Play on Saturday – games 4 x 15 minute quarters (No skills & drills session on Saturdays)
- Full Netball Rules (ie. 3 seconds / no stepping / changeovers and out of play)
- Full hoop height
- Focus on skills not competition
- Preferred – umpired by own Club Badged Umpires (The umpire should not be the team coach so that children understand the different roles of a coach and umpire)
- Umpires to assist in the development of players where required at their discretion (ie. throw-ins, constant obstruction, contact etc) with the aim for less assistance being required as the season progresses
- Players are to play a minimum of 2 positions per game, with all 7 positions being played evenly across the season
- Scores not recorded.
- No finals games will be played



## MACKAY NETBALL ASSOCIATION INC

### 5. PLAYING AN ADDITIONAL SEASON

Any player of the required standard may register for an additional season in a higher age division PROVIDED THAT:

- a) The player plays in their relevant age division each week.
- b) The player pays an additional season fees of \$80.

**NOTE:** Should a player take the court for their second season team and fail to play at least one (1) full quarter for their first season team in any week (without 48 hours notice given to Mackay Netball for its approval), this will be seen to be playing an “ineligible player” and will result in a fine and loss of game points to the second season team, as detailed in the *Fines, Infringements, Penalties and Goodwill Table*.

*\*An exception to this rule may be granted in the case of a player sustaining an injury\**

### RATIONALE:

- To strengthen the age divisions – players are to play in their own age group FIRST.
- Player welfare must be considered.
- Playing a second season means that the Association has lost a new player to a team (ie. taken the place of a potential new player / parent / volunteer / sponsor for the Association. This inhibits the growth of the Association.

### 6. SUBBING UP

#### a) JUNIOR

If a team is short - a player/s from a lower age division may sub-up twice (2) free of charge.

- If a player subs-up three times into a higher grade within the same age division (ie. 12B to 12A) then that player must remain in that higher grade.
- Second Season – Subs-up three (3) times (into any age division or grade) - **\$80.00**
- Second season players are eligible to sub up twice into a higher age division **and** higher grade to their first season team

Example: Mary is in 14C. She plays a second season in 16C. Mary is eligible to sub two (2) times into 14B and 14A without penalty. Mary can also sub two (2) times into 16B and 16A without penalty.

**THESE SAME RULES AND CHARGES APPLY IF A JUNIOR PLAYER SUBS-UP INTO THE SENIOR COMPETITION** (bearing in mind that players must be turning 14 that calendar year to be able to sub-up into the senior competition).

- A junior player (14 years and older) is entitled to two “free subs” in the junior competition **and** two “free subs” into the senior competition before being charged a Second Season Fee.
- There is to be **no subbing up** into the junior competition from any player participating in “NetSetGo without the approval of the **Competitions Committee** first had and approved. To this extent, clubs must seek the approval of the Competitions Committee by giving not less than 1 hours written notice of the request in the format approved by the Competitions Committee. If such approval is not obtained, this will be seen to be playing an “ineligible player” and will result in a fine and loss of game points as detailed in the *Fines, Infringements, Penalties and Goodwill Table*. Approval will only be granted in circumstances where a team can prove that they **will not** have 7 of their original team available to take the court. No player from the Net Set Go program shall be permitted to sub more than twice into the 12s competition.



# MACKAY NETBALL ASSOCIATION INC

- There is to be **no subbing at all** from the GO tier to the SET Tier. This will be seen to be playing an “ineligible player” and will result in a fine as detailed in the *Fines, Infringements, Penalties and Goodwill Table*. Players may sub between GO A and GO B, and similarly between SET A and SET B **only if required** with player welfare to be monitored by the Club.
- A GRADE PLAYERS SUBBING IN FINALS

A junior player who plays in A grade for their age division is not eligible to sub into the lowest grade in a higher age division for finals unless pre-approved by the Competitions Coordinator. Playing an A grade player has proven to be an untrue reflection of the season.

Example: Mary plays in 12A. She is not eligible to sub into 14D for finals unless true cause is shown by the club to the Competitions Coordinator. Similarly, Amy plays in 14A. 16C is the lowest graded division in the 16’s competition. Amy is not eligible to sub into 16C for finals unless true cause is shown by the club to the Competitions Coordinator.

b) SENIOR

To be consistent the same fees apply for seniors playing into a higher division: that is:

- May play up twice (2) free of charge and without penalty
- Second Season - plays up three (3) times (into any division) - **\$80.00**

**NOTE** If a player subs up three times into the same division, then that player must remain in that division

Example

Mary is in Div 5 – she subs-up into Div 4 two times and Div 3 once. It is the third “sub-up” that she is required to pay a second season fee. Mary can continue to play in her registered Div 5 team, one more time in Div 3, two times in Div 2 and two times in Div 1. As soon as Mary subs for a *third* time in either of the higher divisions she must remain in that division.

If Mary simply subs-up into the *same* higher division (Div 4, 3, 2 or 1) 3 times she automatically must remain in that division and does not pay the second season fee.

If a Club has 2 or more teams in the one Division – a player may only sub into 1 of the teams. For example: Netflix Netball Club has 2 teams in Division 3. A player from a lower grade or from the junior competition may only sub into 1 of the 2 division 3 teams.

## 2023 FIXTURE TIME SLOTS

6.00pm	SCHOOL BASED BOYS NETBALL (14-18 YEAR OLDS * MUST BE AT SCHOOL)	WILL NOT ROTATE. MNA WILL PROVIDE UMPIRES Will be 4 weeks – playing rounds 5, 6, 7 and 8.
6:00pm	DIV 1, DIV 4	ROTATING DRAW
7:15pm	DIV 2, DIV 5	
8:30pm	DIV 3, DIV 6	
7:15pm	MIXED NETBALL	WILL NOT ROTATE. MUST SUPPLY OWN UMPIRES

### MIXED NETBALL – Social

10 week social season.

Shall be played in accordance with Netball Australia rules.

MNA will allow ROTATING SUBSTITUTIONS.



# MACKAY NETBALL ASSOCIATION INC

Teams will be required to provide their own umpires.  
No ladders will be produced.  
No finals will be played.

## **BOYS – SCHOOL BASED COMPETITION**

4 weeks playing rounds 5, 6, 7 and 8.  
Shall be played in accordance with Netball Australia rules.  
Umpires supplied by MNA.  
No ladders will be produced.  
No finals will be played.

## **UMPIRING FIXTURES**

Clubs will be required to provide umpires for their own games for rounds 1, 2 and 3 of the senior competition.  
\*\*This does not apply to the junior competition or premier league.\*\*  
The umpire committee (competitions) will allocate clubs to umpiring duties for juniors and premier league from round 1 and from round 4 for seniors.

Umpires will only be permitted to umpire a **maximum** of 2 games in any competition. That is, an umpire will only be permitted to umpire 2 games on any Saturday or any Wednesday.

Should an umpire be required to umpire a third game – then approval must first be sought and obtained from either the Competitions Board Member, Competitions Committee member on duty or the Umpire Convenor. Before authorizing an umpire to umpire a third game – all efforts must be exhausted to call for a volunteer umpire.

The Board is conscious of “umpire fatigue” as well as “player fatigue”.

Date	Changes made
	<b>Bylaw adopted</b>
<b>8.12.2020</b>	Changes to competition structure
<b>24.10.21</b>	Changes to competition structure
22.11.22	Changes to competition structure



# MACKAY NETBALL ASSOCIATION INC

## BY LAW 8/ 2018 PLAYER REGISTRATION / CLEARANCES

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### **Player Registration**

All players must be registered through Netball Connect before taking part in any match.

NOTE: Failure to do this will result in the team playing an unregistered player, and will therefore be disqualified. Fines apply.

All players up to the age of 18 must on request by the Secretary produce a Birth Certificate, Extract or Passport as proof of date of birth.

### **Late or New Player Registration**

Clubs will have the right to play new members up to and including the 3<sup>rd</sup> last fixture match; such registrations to be finalised and paid prior to taking the court. Failure to comply with this ruling shall result in the forfeit of the match by the offending team to the opposing team.

Prior to taking the court, the player must be registered **on-line** in the Netball Connect system. The Competitions Committee must be emailed and advised to add the new player to the team sheet.

Clubs must complete and send to the Association a Registration Remittance Form prior to any new player taking the court.

Late or new registrations will not be accepted by administration during fixture days.

Failure to comply with above may result in your team playing an unregistered player, and risks losing competition points for playing an unregistered player.

### **Player Transferring Registration from one Club to Another**

Player Transfers must be completed online in accordance with Netball Connect procedures.

Failure to comply with above may result in your team playing an unregistered player, and risks losing competition points for playing an unregistered player.

### **Representative Players transferring from one Club to Another**

Any player who participated in the Representative Program and who was selected as a "Monarch" must first notify their current club of the proposed Transfer.

### **Player Movement Log**

Any representative player changing Clubs for the preceding season must email [secretary@mackaynetball.com](mailto:secretary@mackaynetball.com) and advise the following PRIOR TO registering with the new Club:

Name  
Netball Connect ID  
Current Club registered to





# MACKAY NETBALL ASSOCIATION INC

## New Club Reason for Transfer

The Board has power in its discretion to refuse the representative player transfer, although approval will not be unreasonably withheld.

The purpose of the **Player Movement Log and approval process** is to ensure transparency within the association's representative program and to identify any potential issues.

## Player Clearances

Players are not allowed to register in more than one (1) club in any one season without consent and approval of the Board unless they are registered in a mixed team and they pay one NQ Insurance and Affiliation for that fixture season.

In the event of a team, club or association disbanding, its members shall be at liberty to play with any other club with the consent of the Management Committee.

A clearance in written form must be obtained to transfer from one club or association to another during a season, endorsed by the Secretary of the previous club or association. One (1) transfer only will be granted during any one season, unless in unforeseen circumstances when the Management Committee may decide otherwise.

## Team Registration

Senior and Junior Team Registration shall close on a date to be fixed by the Board each season. After this date, the only team entries to be accepted will be those which take up byes in corresponding grades and age groups.

Date	Changes made
	<b>Bylaw adopted</b>
24.10.21	Changes to player transfers
22.11.22	Changes to player transfers



# MACKAY NETBALL ASSOCIATION INC

## BYLAW 9/ 2018 ETHICS (POACHING OF PLAYERS)

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The Board of Mackay Netball is committed to ensuring honesty and integrity throughout the programs it delivers, and as such has adopted the following Bylaw

All clubs affiliated with Mackay Netball are required to adopt and comply with Ethical Standards and Practices when dealing with transfers of registered MNA members from one Club to another. (Refer to Player Movement Log). Players/Coaches are regarded as being registered from the time the Club submits their team lists at the beginning of the season to the last Grand Final played (“Season”).

No club member, coach or other official may approach any player or coach from another club to discuss transferring or offer inducements to transfer during the Season.

An MNA Representative Coach/Assistant Coach/Manager or Representative Official may only enter into discussions with players or officials to change clubs during the period from end of Season to the date when Expressions of Interests are submitted for Rep Officials (**Player Movement Window**).

Should an MNA Representative Coach/ Assistant Coach / Manager or Representative Official be approached by a player or parent during the Season – then the MNA Representative Official must send an email to the Secretary of Mackay Netball detailing the approach.

**Definition:**

### **Player Movement Log**

A record kept by MNA Secretary detailing all player transfers from one season to another.

### **Player Movement Window**

Period from last grand final played until Expressions of Interest for Rep teams is advertised.

The penalty for a club official or third party proven to have approached a registered player with a view to discussing transferring, or to offering inducements to transfer to or from another club outside of the Player Movement Window shall be as set out in Fines, Infringements, Penalties and Goodwill Table.

The penalty for a MNA Development Squad, Representative Coach/Assistant Coach/Manager or Representative Official proven to have approached a registered player with a view to discuss transferring, or to offering inducements to transfer to or from another club outside of the Player Movement Window shall be as set out in Fines, Infringements, Penalties and Goodwill Table.

### **Procedure**

Alleged breaches of the above policy need to be in writing to the Board of Mackay Netball accompanied by signed witness statements and evidence. The Board will then investigate the matter in accordance with the Complaints Handling Policy – noting that all breaches of this nature will be handled directly by the Board.



## MACKAY NETBALL ASSOCIATION INC

Date	Changes made
	Bylaw adopted
22.11.22	Changes to By-Law



# MACKAY NETBALL ASSOCIATION INC

## BYLAW 10/ 2018 UMPIRE PROTOCOLS / UMPIRE DEVELOPMENT

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The Board of Mackay Netball supports and values the contribution made by Umpires and adopts this Bylaw.

The Competition and Development Committees have set roles and responsibilities in relation to the allocation of umpires to fixtures and finals and umpire development. The Competition and Development Committees will present to the Board their program recommendations and pathways for ratification.

### **Club responsibilities**

Clubs must supply at least one umpire for each team they nominate in the fixtures competitions.

All umpiring duties shall be allotted to Clubs. It is the responsibility of each Club to make sure that an umpire of a suitable standard is available for the matches specified. Clubs may be rostered on for additional umpiring duties, as required.

It is the responsibility of the Clubs to ensure beginner umpires have an adult in support throughout the game who is practiced in the INF Umpire Rule Book and the Application of the rules.

Clubs who fail to provide an umpire of suitable standard and/or support person for a duty will be charged a fine and referred to the Umpire Committee. Refer to Fines, Infringements, Penalties and Goodwill table.

Clubs who fail to provide an umpire for a duty will be charged a fine. The volunteer umpire who takes on the duty will be paid an additional payment of \$20.00 for covering the duty.

In order to Affiliate with Mackay Netball, Clubs will also be required to provide:

- 1 member to sit on the Umpire Development Committee.
- Nominate 2 umpires who the club wishes to be developed by the Umpire Development Committee

### **Umpire Infringements**

Refer to Fines, Infringements, Penalties and Goodwill Table

### **Umpire Protocols**

For health reasons all umpires must supply their own whistles.

All umpires are to report to administration to sign the umpire register 10 (ten) minutes before the scheduled start of the game and before reporting to the court.

If an umpire cannot carry out the allotted match duty it is the responsibility of the Club Umpiring Coordinator to make a suitable replacement.

Umpires are encouraged to wear umpiring whites or a white shirt over their Club uniform. If umpiring a team/s from your own club and you do not have whites, any colour other than club uniform **must be worn**.

If dissatisfaction is felt with the umpiring of the game the team manager or coach should approach their Umpiring Coordinator or MNA Umpiring Officials as soon as possible.



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Only the umpires can call off a game – not the team coach, manager or spectator. All Extra Time is to be played as per the Extra Time Procedure.

Umpires are required to check before commencement of the game (off court), that each team member is correctly dressed, e.g.: uniform, jewelry, nails.

Umpires should check that the scorers understand their duties and are ready for play to begin. Scorers to indicate on score card when a substitution is made.

At completion of game umpires must sign score card.

Umpires must stop game (e.g.: call 'time') for Blood Policy.

If a team is ready to play at the time set down and the umpire has not arrived, ONE person only from the playing teams should notify Office.

After the commencement of a game, substitution of umpires **IS NOT ALLOWED** except in the case of injury or illness.

Any player found guilty of disputing an umpire's decision on the netball court, or otherwise mis-conducting themselves, shall be liable to be disqualified from taking part in any match under the control of the Association having jurisdiction for such time as may be decided upon by its committee. Umpires may report in writing such players to the Secretary of the Association.

An umpire is permitted to penalize a team whose team officials and/or supporters continue abusive remarks or unduly loud criticism of the umpiring.

With centrally timed games, the time will be added to the last quarter of the game. **A maximum of 2 minutes will be played at the end of the fourth quarter for any time taken.**

All injury time will be played at the end of the game.

Teams must supply their own game ball. All balls must be regulation size and weight and correctly inflated.

Game umpires will assess and Approve the balls suitability for use during the game.

### **Umpiring Finals**

Any umpire who has been suspended from Mackay Netball during the current season is deemed to be ineligible to umpire finals.

### **Badging of Umpires**

The badging of umpires and setting of panels for badging must be done through the Umpire Committee. Clubs are not permitted to organize their own badging of Umpires.



## MACKAY NETBALL ASSOCIATION INC

<b>Date</b>	<b>Changes made</b>
	<b>Bylaw adopted</b>
<b>24.01.20</b>	<b>Changes made to bring policy up to date with current rules</b>
<b>26.10.21</b>	<b>Change to policy regarding UDC requirements</b>
<b>22.11.22</b>	<b>Changes to badging of umpires process</b>



# MACKAY NETBALL ASSOCIATION INC

## BY LAW 10/ 2018 CHILD PROTECTION/INSURANCE

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### CHILD PROTECTION POLICY

In compliance with the *Child Protection Policy*, Mackay Netball Association Inc. will require presentation of a CCYP (*Commission for Children & Young People*) Registration Card for all volunteers who are not the parent of a child under 18 years involved in the same activity as the child or a school teacher.

This Policy applies to the Board, Co-ordinators, Convenors, Committee members, Coaches, Managers, Umpires and others undertaking duties for Mackay Netball.

It is the responsibility of individual Clubs/Schools to ensure compliance for their own appointed personnel. Forms are available from the Office.

Forms can be obtained from: <https://www.bluecard.qld.gov.au/applications/applications.html>

Details of all CCYP cards must be lodged with Mackay Netball upon Club affiliation.

### SPORTS INTEGRITY AUSTRALIA

All coaches and club officials are encouraged to complete the Sports Integrity Australia online learning:

<https://elearning.sportintegrity.gov.au/login/index.php>

### INSURANCE



Willis Australia has been appointed as Netball's Insurance Brokers. Willis is one of the largest insurance brokers in the world and has operated in Australia for over 50 years. Willis has had a long association with various sporting organisations throughout Australia and is the current Insurance Brokers for Netball NSW and Netball ACT. Willis has provided an enhanced Insurance Program for all Associations and their members for the following classes of business:

- Public Liability/Professional Indemnity
- Management Liability cover for Associations and Clubs
- Sports Injury/Personal Accident
- Asset Program for Property and Equipment for each Association

For further information about this Insurance Program, please visit the [Willis Insurance website](#) or Phone 1300WILLIS (1300 945 547). Available 24 hours a day, 7 days a week. You can also contact Willis via the email address [netball.au@willis.com](mailto:netball.au@willis.com)

Should you have any queries please do not hesitate to contact the Association Secretary at [secretary@mackaynetball.com](mailto:secretary@mackaynetball.com)

Date	Changes made
	Bylaw adopted



# MACKAY NETBALL ASSOCIATION INC






# MACKAY NETBALL ASSOCIATION INC

## BY LAW 11/ 2018 VOLUNTEER RECOGNITION AWARDS

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The Board of Mackay Netball acknowledges the vital role volunteers play in our Association. By celebrating the efforts of volunteers we create opportunities to raise awareness about the contribution they have made and continue to make to netball in Mackay.

The Board at its discretion may nominate a member for an Award. If the Board exercises the discretion the Board shall first liaise with the member's club to ensure that the Club approves the nomination.

Any person who has been suspended from Mackay Netball during the current season is deemed to be ineligible to receive a Volunteer Recognition Award.

### **MACKAY NETBALL ASSOCIATION INC – MERIT AWARD**

- Achievements must be made within the recognized boundaries of service to the Association.
- Inter-family nominations will not be accepted.
- Each club may nominate for consideration by the Board not more than one (1) person in each category per year.
- Not more than two (2) awards in any one area shall be conferred by the Association in any one year.
- Nominations shall be called for by the Secretary each year.
- The Board shall decide award recipient/s from nominations received, and recipient/s notified in time to enable presentation to be made at an Annual netball event determined by Board.
- Nominated Categories: Volunteer, Committee, Umpire, Coach, Junior, Senior and Representative Player

### **MACKAY NETBALL ASSOCIATION INC – SERVICE AWARD**

- Must be a financial member of the Association.
- Give not less than ten (10) years meritorious service to the Association.
- Continuous work for netball through Association/club level, incorporating interaction with the Association.
- Each Club must nominate for consideration by the Management Committee not more than one (1) person per year.
- The number of awards conferred by the Association in any one year shall not be limited.
- A small plaque as an official acknowledgment of the Award to be presented at the Annual General Meeting.
- Nominations shall be called for by the Secretary each year.
- The Management Committee shall decide Award recipient/s from the nominations received and recipients notified in time to enable attendance at the Annual Awards ceremony.
- The Association Award of Merit cannot be received after receiving the Association Service Award.

### **LIFE MEMBERSHIP**

#### **CRITERIA**

The Board may consider the recommendation from the Management Committee of any affiliated club/team for any person who has given meritorious service to the Association for a period of not less than ten (10) years to be proposed for election as a Life Member in recognition of outstanding services rendered to the Association. Recommendations or Life Membership shall be called for by the Secretary each year.

Any such recommendations shall be submitted to the Honorary Secretary of the Association in writing not less than two (2) months before the Annual General Meeting. The Board shall, on approving such



## MACKAY NETBALL ASSOCIATION INC

recommendations, present the nominee as a Life Member at the Annual General Meeting by a three-quarters majority of those present and entitled to vote. Life Members shall be exempt from payment of dues and levies, and shall have the same privileges as other Full Members of the Association.

To be eligible to be nominated for Life Membership, a member must:

- Be a financial member of the Association,
- Give not less than ten (10) years meritorious service to the Association on any Committee/sub-Committee not necessarily the same Committee/sub-Committee each year.
- Continuously work for netball through interaction with the Association.
- Each Club may nominate for consideration by the Board not more than one (1) person per year to be voted upon for Life Membership at the next AGM.
- A life member badge as an official acknowledgment of the award to be presented at the Annual General Meeting.

### **JUNIOR VOLUNTEER OF THE YEAR (UNDER 18)**

### **SENIOR VOLUNTEER OF THE YEAR**

### **COACH OF THE YEAR**

### **UMPIRE OF THE YEAR**

Criteria for Junior Volunteer, Senior Volunteer, Coach of the Year and Umpire of the Year.

Nominees must have made a significant contribution to netball at a club or association level through one or more of the following criteria:

- Going 'above and beyond'
- Generosity of time, resources and energy
- Making the needs of others a priority
- Making a difference in the local netball community

### **Process for Nomination**

- Each Mackay Netball affiliated Club may submit one (1) nomination in each category annually.
- Nominations must be lodged on the official nomination form.
- All details on the nomination form must be completed.
- Nominees must agree that information, images and photos received as part of the Volunteer Recognition Program may be used for promotional purposes and may appear on the MNA website and/or other promotional materials.
- Nominees must agree to be nominated and consent to these Conditions.
- Nominee and Nominator must NOT be the same person
- Inter-family nominations will not be accepted.
- Nominations must be received by 12 noon on the date prescribed by the board.
- Late (for any reason), incomplete or incorrect entries are not eligible and will not be considered.

### **Selection of Volunteer Awards**

- All nominees who meet the criteria will receive an award certificate.
- All winners will be announced, and award presented at the Annual Awards Night.
- Each Club may nominate for consideration by the Board not more than one (1) person in each category per year.



# MACKAY NETBALL ASSOCIATION INC

- Persons who are paid in any form (other than reimbursement for expenses) are ineligible for nomination.

## MNA PRESIDENT'S AWARD

Awarded by the Chair of Mackay Netball.

## **Club Recognition Award**

Awarded by the Board.

## **Volunteer Recognition Award**

Awarded by the Board.

## **Entitlements**

- All nominations will receive an award certificate.
- All winners will receive an item of recognition.
- Awards will be announced and presented at the Annual Awards Night.
- Winners will be listed on the Mackay Netball website and other media communications.
- Winners will be listed on the Association Volunteer Honours Board.

## **DARLENE ROBINSON AWARD**

Darlene Robinson Memorial Trophy will be presented to the development player who has scored the most number of Best and Fairest points throughout the season.

Date	Changes made
	Bylaw adopted
24.1.2020	Board can nominate members for awards
22.11.22	Change to age of Junior Volunteer



# MACKAY NETBALL ASSOCIATION INC

## BY LAW 12/ 2018 UNIFORMS

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In accordance with the Mackay Netball Association Inc. Constitution, the Board of MNA have adopted the following By-law:

On first applying for membership, each club shall submit to the Secretary full written particulars (including a colour photograph) of its uniform together with a proposed colour, style and design, for approval by the Board.

Clubs and teams must notify the association in writing of any proposed changes to their uniform for approval by the association.

All players must wear their club nominated uniform including positional bibs and any sports brief or shorts when participating in the association's activities. Uniforms may consist of:

- (a) dresses;
- (b) shorts and singlets or t-shirts; or
- (c) a combination of both (a) and (b).

Any player may seek a variation to the uniform for medical, cultural, religious or other reasonable grounds and must submit a request to the association via their club, which may be granted or declined at the discretion of the Board.

Participants may (in winter) wear tracksuit pants or leggings where approved by the association. Pants or legging color must be submitted to the association as part of the team or club uniform approval process.

Junior participants may (in summer) wear a sun safe clothing under their playing dress or shirt in a colour matching the Club's uniform. Sun safe shirts (or rashies) must be submitted to the association as part of the team or club uniform approval process.

No jewellery or body piercing may be worn when participating in the association's activities and players may be precluded from participating until such jewellery or body piercings are removed or covered

Finger nails must be short and smooth when participating in the association's activities. Players will not be able to take the court if this requirement is not met.

The Board reserves the right to prepare and submit to all members a direction setting out general standards of playing uniforms to be maintained by all registered teams and shall review and revise the same as required from time to time.

### **MACKAY NETBALL ASSOCIATION COLOURS:**

The Association colours, Maroon and Sky Blue, are not available to be used by clubs or teams.

Clubs or teams wishing to change their uniform style or colour must apply to Mackay Netball in writing prior to ordering and advise:



## MACKAY NETBALL ASSOCIATION INC

- Coloured photo or copy of design / style.
- Bib colours and lettering colours.
- Second and third choices.

Clubs must allow 2-3 weeks for the Board to meet and discuss the change.



## MACKAY NETBALL ASSOCIATION INC

The current colour combinations for Clubs are:

Club/ Date approved	Skirt	Top	Dress	Briefs	Bibs
Brothers Netball Club 2014	Red/Navy	Navy, White/Red/Green Trim	Red, Navy, Green/White Trim	Black or printed design	White/Navy, Navy/White, Red/White
DAS Netball Club 2012	Red/Black	Red/Black	Red/Black	Black or printed design	Red
Galaxy Netball Club 2015			Aqua/Purple/Black	Black or printed design	Aqua/Black
Mackay North State School			Yellow with Black Stars	Black	
Magpies Netball Club 2011			Black/White/Red		Black/White/Red
Moranbah Netball Club 2019			Red / Blue		
Norths Netball Club 2014	Red/Black/White	Red/Black/White	Red/Black/White		Red/Black/White
Saints Netball Club 2015			Royal Blue/Gold/White		Royal Blue, Gold, White
St Brendans Netball Club 2018					
St Marys Netball Club 2014	Navy/Firebrand Blue/White	Navy/Firebrand Blue/White			
Storm Netball Club Inc			Blue / Pink	Pink	
WAS Netball Club			Grey/White/Red/ Silver		Red/White. White/Red
Wests Netball Club	Orange/Black/ White	Orange/Black/White	Orange/Black/White		Black / Orange
Whitsunday Netball Club	Purple / yellow	Purple / yellow	Purple / yellow		
Phoenix Netball Club 2020			Purple / green		



## MACKAY NETBALL ASSOCIATION INC

Only players wearing their registered uniform will be allowed to take part in any MACKAY NETBALL matches – unless approved by the Board.

Clubs are given 3 weeks grace from the commencement of the season for their players to obtain the correct uniform. Any player who does not wear the uniform after this 3 week period will not be permitted to take the court. Clubs may request an extension in writing for the Boards consideration.

Uniforms acceptable to the Association are as approved from time to time by the Board with notification given to Member Clubs.

Clubs may identify a sponsor's logo on their playing uniform if the logo does not exceed 8cm<sup>2</sup> (or 64 cms total).

Clubs may identify manufacturer's logo on playing uniform if the logo does not exceed a total of 16cms.

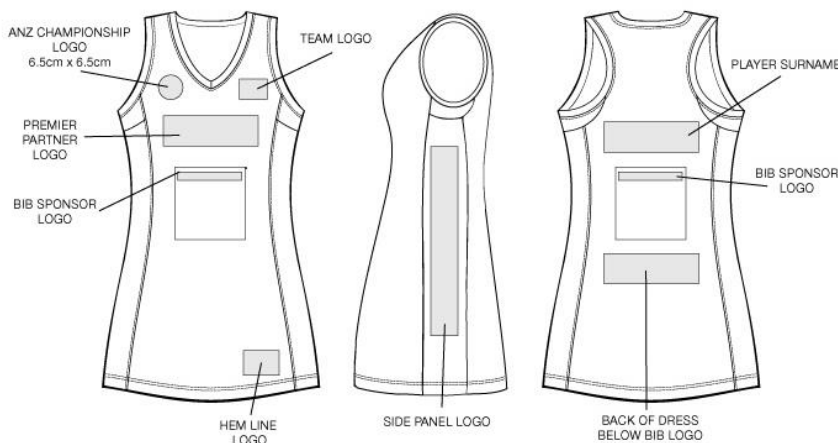
Sponsor's and manufacturer's logos may only appear once on any one garment. Both may appear on the one garment.

NOTE: 64cms is an overall surface measurement, i.e.: 8cm x 8cm or 16cm x 4cm.

Clubs may seek sponsor identification on the playing uniforms and non-playing uniforms under the following Netball Queensland guidelines:

Playing dress (NOTE: THESE MEASUREMENTS ARE MADE FOR ADULT SIZE UNIFORMS SO PLEASE ALLOW RELATIVE MEASUREMENTS FOR JUNIOR CASES)




- o 1 x Left chest – 7cm wide x 6cm high maximum (42cm<sup>2</sup>)
- o 1 x Right chest – 7cm wide x 6cm high maximum (42cm<sup>2</sup>)
- o 2 x Bib (1 x front and 1 x back on top of the position) – 13cm wide x 3cm high maximum
- o 1 x Front hemline – 10m wide x 6cm high maximum
- o 1 x Back below bib – 25cm wide x 7cm high maximum
- o 1 x clothing manufacturing brand – 4cm wide x 4cm high maximum (area may not exceed 16cm<sup>2</sup>)
- o 2 x side panels – 13cm wide x 45cm high





# MACKAY NETBALL ASSOCIATION INC

## BRIEFS PERMITTED

		
<p>BIKE PANTS  <input checked="" type="checkbox"/> NOT PERMITTED UNLESS APPROVED BY MANAGEMENT COMMITTEE ON MEDICAL GROUNDS</p>	<p>BOY LEG/HOT PANTS ✓</p>	<p>BUMMERS ✓</p>

- ✓ Must be bummers, boy leg or built into uniform body suit
- ✓ Must be in the Clubs registered uniform colours
- ✓ All players must wear the same colour briefs
- X Bike Pants are not permitted unless approved by Management Committee on medical grounds.

Date	Changes made
	<b>Bylaw adopted</b>
24.10.21	Policy revised.





# MACKAY NETBALL ASSOCIATION INC

## BY LAW 13/ 2018 APPEALS

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The Board of Mackay Netball acknowledge that at various times members may be dissatisfied with a decision made by the Board and have implemented the following Bylaw to give the Clubs the right to appeal a decision which they strongly object to.

### Process

If a voting member (Affiliated Club) wishes to lodge an appeal it must do so in writing to the Secretary of Mackay Netball.

### Members of the Appeals Tribunal

#### The Appeals Tribunal

The Appeals Tribunal shall consist of three (3) persons not being members of MNA;

The Appeals Tribunal may allow an appeal only where it determines that:

- A matter has been decided on the basis of an incorrect factual premise;
- The Board failed to follow its policies and such failure resulted in an injustice to the Appellant;
- A penalty imposed by the Board is excessive;

The Appeals Tribunal shall determine the Appeals and shall have the power to:

- Dismiss the appeal;
- Allow the appeal and in its discretion impose any penalty including waiving, reprimand, bonds, fines, suspension and expulsion or combination of any of the above and/or waive any previous penalty as the Appeals Tribunal deems appropriate.
- The decision of the Appeals Tribunal is final.

Date	Changes made
	<b>Bylaw adopted</b>



# MACKAY NETBALL ASSOCIATION INC

## BY LAW 14/ 2018 REPRESENTATIVE TEAMS

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### 1. Purpose

Mackay Netball Incorporated (MNA) organise teams to compete in a higher level netball competition. This By-law sets out the policies and charter to be followed in the process of organising and managing representative netball for MNA in a fair and equitable manner to ensure that all netballers are given every opportunity to further their abilities to play netball at a level that suits their talents and abilities.

### 2. Philosophy

To provide player development via prepared programs and exposure to representative competition to selected squads/teams in 12 years to open age groups.

### 3. Definition of Representative Netball

The term "Representative Netball" will cover all teams who compete at a higher level than club teams under the Mackay Netball Association Inc banner.

### 4. Team Management

In accordance with the requirements of the MNA Board and the Development Committee, the conduct of the day-to-day operation of each team shall be vested in the Coach and Manager who shall be responsible for the team's activities at training and in competition.

### 5. Team Officials Requirements and Qualifications

#### • Selectors

- Registered member of Mackay Netball
- Relevant experience with age group in question
- Suitability in terms of behaviour, ethics, attitude to representation
- Preparedness to adhere to MNA Polices and Guidelines
- Minimum Development Coach Accreditation
- Technical capacity of individual to hold position
- Current Child Protection Policy Check
- Have completed the Netball Australia "Selectors" course

#### • Coaches

- Registered member of Mackay Netball and Netball Queensland
- Proven coaching record and relevant experience
- Suitability in terms of behaviour, ethics, attitude to representation
- Preparedness to adhere to MNA Polices and Guidelines
- Minimum Development Coach Accreditation
- Technical capacity of individual to hold position
- Current Working with Children Suitability Card
- Complete Sports Integrity e-learning
- Drivers licence and vehicle
- Current First Aid training an advantage



## MACKAY NETBALL ASSOCIATION INC

MATRIX TO BE APPLIED when appointing coaches:

Coaching Accreditation	Foundation	Development	Intermediate	Higher	TOTAL
	1	2	3	4	
Past experience coaching age group	1 year	2 years	3 years	4 years or higher	
	1	2	3	4	
Suitability in terms of behaviors, ethics attitude, team player	Poor	Moderate	Very	Extremely suitable	
	0	1	2	3	
Current First Aid Certificate			Held	Not held	
Completed Netball Australia's Selectors course	MANDATORY FOR ALL APPLICANTS				
Sports Integrity E-learning	MANDATORY FOR ALL APPLICANTS				
Current Blue card	MANDATORY FOR ALL APPLICANTS				
<b>TOTAL</b>					

- Managers
  - Registered member of Mackay Netball and netball Queensland
  - Ability of applicant to manage the group in question
  - Preparedness to adhere to MNA Polices and Guidelines
  - Minimum Foundation Coach Accreditation preferred
  - Technical capacity of individual to hold position
  - Current Working with Children Suitability Card
  - Complete Sports Integrity e-learning
  - Drivers licence and vehicle
  - Current First Aid training an advantage

MATRIX TO BE APPLIED when appointing managers:

Coaching Accreditation			Foundation	Development	TOTAL
			1	2	
Suitability in terms of behaviors, ethics attitude, team player	Poor	Moderate	Very	Extremely suitable	
	0	1	2	3	
Current First Aid Certificate			Held	Not held	
			1	0	
Sports Integrity E-learning	MANDATORY FOR ALL APPLICANTS				
Current Blue card	MANDATORY FOR ALL MANAGERS				
<b>TOTAL</b>					

- Umpires
  - Registered member of Mackay Netball
  - Proven umpiring record and relevant experience
  - Suitability in terms of behaviour, ethics, attitude to representation
  - Preparedness to adhere to MNA Polices and Guidelines
  - **Minimum working towards** National C-Badge Accreditation
  - Technical capacity of individual to hold position
  - Current Child Protection Policy Check



# MACKAY NETBALL ASSOCIATION INC

MATRIX TO BE APPLIED when appointing umpires:

Umpire Accreditation		C BADGE	B BADGE	HIGHER	TOTAL
		1	2	3	
Suitability in terms of behaviors, ethics attitude, team player	Poor	Moderate	Very	Extremely suitable	
	0	1	2	3	
Proven willingness to assist MNA with umpiring duties	Not willing	Somewhat willing	Willing	Extremely Willing	
	0	1	2	3	
Current First Aid Certificate			Held	Not held	
			1	0	
Current Blue card	MANATORY FOR ALL ADULT UMPIRES				
TOTAL					

- **Appointment Limitations**
  - Preferred that newly accredited coaches complete a season as a Under 11s program or Meta Bites Assistant Coach or be appointed as a Team Manager
  - Second team is MNA's preferred introduction to representative coaching for newly accredited coaches, following a year as a Manager.
  - Appointment of Selectors, Coaches and Managers be limited to trials/teams that do not comprise any family members. Conflicts must be disclosed.
- **Terms of Appointment**
  - Time of appointment extends from the date of team selection until the team has returned to Mackay from the representative event.
  - Team officials will only be permitted to have the same aged athletes for 3 consecutive years.

That is, an official may only have children born in 2002 for 3 years.

Conflicts are deemed to include but are not limited to:

- Direct family member
- Club coach of the age division

## 6. **Appointment of Coaches**

- Coaches are to be appointed and announced where possible prior to Representative trials by reference to the above matrix.
- Coaches will be required to apply via a nomination form to the Director of Development prior to the cut off date and time advertised, to be considered for a representative coaching position.
- Coaching positions to be advertised via email to all clubs and on Facebook and the MNA website.
- Coaches to be appointed by a selection process as approved by the Board from time to time.
- Coaches will only be considered where the Director of Development and his / her committee has confidence in their ability to be a competent coach with the necessary skills, qualifications and/or experience.
- Coaches are required to hold a current Netball Australia Development Coaching accreditation or equivalent and are strongly encouraged to complete an intermediate accreditation in their year of appointment.
- Applicants may be requested to attend an interview process with the Director of Development and his / her committee and to provide additional information as requested.



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- Coaches are to be made aware of all appropriate MNA by-laws and resolutions prior to being officially appointed as a coach and will be required to sign a code of conduct and complete documentation giving clearance to work with children in Queensland.
- If a member of the **Board** is applying for a coaching position, then he/she must abstain from all discussions regarding the appointment of coaches. This requirement does not apply to the Director of Representative Teams should he or she wish to be a coach.

## 7. Representative Team Coach

Upon appointment shall:

- Attend all training sessions as agreed with the Director of Development and the Committee or arrange a suitable substitute.
- Keep written records of attendance at training.
- Organise training periods as she or he deems necessary for the conditioning of the players.
- Notify the Director of Development within 48 hours of any additional training sessions.
- Report to the Director of Development on a weekly basis any player who does not attend training for any reason, or who does not give maximum effort.
- Select a team of seven (7) players for each match and be responsible for the placement of players on the court.
- Submit a detailed written report to reach the Director of Development and Operations Manager within twenty-eight (28) days of the completion of State events.
- Report to the Director of Development immediately if she or he is informed of any condition which will affect a player's performance.
- Purchase a uniform and such other items of apparel as decided by the Association.

## 8. Player Selection Process

- The Development Committee will appoint a person to keep records of selection trials detailing the number of times each nominee has played, and in what position. This person may be the team manager or operations manager – PROVIDED that there is no conflict of interest.
- The appointed person will record those players next in line for each of the shooting, centre court and defence ends.
- If a player subsequently withdraws from a team after selection, the following will occur:
  - The Development Committee will return to the selection records to appoint a suitable replacement in consultation with the coach. Refer to requirement to appoint shadow players.
- Number of players selected for a team will be decided in consultation with the Director of Development and the sub-committee and the Board and the coach each year.
- Feedback on Trials
  - All players may request feedback on trials whether selected or not.
  - All requests must be made in writing to the Director of Development. Feedback will then be given after consultation with the Selectors.

## 9. Player Eligibility

- To be eligible for selection in a team to represent MNA, players shall satisfy the following conditions:
  - Be a member of an affiliated Club;
  - Regularly participate in fixture competitions conducted by the MNA; and,
  - Complete and sign the relevant application form and forward same to MNA or as otherwise directed by the Board, together with any fee as determined by the Board.



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- Eligible players seeking selection are required to present themselves at all trial matches unless granted leave of absence by the Director of Development or his / her representative;
- The Development Committee may invite eligible players of the MNA to participate in trials;
- Players selected in a representative team may be required to undertake a medical examination at the discretion of the Board; and,
- The Board and Development Committee at any time may require any selected player who fails to meet her obligations to stand down from a representative team and request the Development Committee to choose a replacement.

## Exemptions to these requirements are:

- Players who are new to town;
- Players who have provided a medical exemption

In which case the selectors will base their decisions on either video footage or past experience of the player's ability and playing history.

## Player withdrawal due to injury

**Definition: Departure Date** – for the purposes of this Bylaw means the date which is 3 weeks prior to the team travelling.

All players under an injury cloud will be given three weeks from the date the team travels to provide a medical clearance (Departure Date). If a medical clearance cannot be obtained by the Department Date then the player will automatically be removed from the team and the shadow player process will begin.

Should a player be unable to attend three consecutive trainings then a meeting between the Coach and Development Board member will take place to formulate an action plan which may include the player being withdrawn from the team.

## 10. Selection Committee

- Duties and Responsibilities
  - The selection committee for each age division shall consist of three members of the Association appointed by the Development Committee, all of whom shall be accredited netball coaches.
  - In addition to the three MNA members, where possible, the Selection Committee may be assisted by an independent coach who will be appointed on the recommendation of CDC.

*“Independent Coach refers to a person who has no affiliation with Mackay Netball or an affiliated Club of Mackay Netball”.*

- The selection committee shall select the team and shall forward the names of the selected players to the Board for ratification.
- **3 – 4 Shadow** players are to be named: 1 or 2 centre court players (1 defensive & 1 attacking) | 1 defence and 1 shooter. In the event of injury or withdrawal from the team the shadow players will be called up based on position. If there is to be an exception to this due to any extraordinary circumstances then the recommendation must come from CDC to be approved by the Board. Any player who withdraws from the team as a result of injury or other circumstance and who



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subsequently becomes available to play **will not** be re-included in the team unless there is a further injury or withdrawal and the position of the player is that which needs to be replaced.

- Training partners will train with the B teams (or in the event of there being only 1 team with the A team).
- The Board shall only have the right to reject any selected player on grounds other than playing ability.
- It is recommended that each selection panel comprise the coach of the team and two other members as appointed by the Development Committee. An independent selector will if possible be appointed to each selection panel and will have equal vote. It is recommended that inexperienced selectors be appointed initially as observers only to Selection Panels as a process of selector education.
- Should there be insufficient trialists for the number of representative teams requested, selectors are to provide a report of same to the Development Director and /or operations manager for further action.
- Should selectors have any concerns with the standard of trialists, a report of same should accompany the team presentation to the Board.
- Teams shall not be named until they have been ratified by the Board.

### • Procedure

- MNA to provide tables chairs and shade for Selectors.
- Development Committee to provide list of trialists in each age group to the appointed independent person to prepare trial sheets prior to selection.
- Trialists to be numbered according to the trial sheet. Ensuring nomination form, selector trial sheets and trialists are marked with correct, coordinated numbers.
- Trial dates shall be advised in advance. The MNA grading carnival will also be used as a “trial” where players wear their representative number and coaches will watch the athletes during the course of grading.
- All players **MUST** be permitted to trial in both nominated positions on the first trial date. Coaches will nominate the positions on the second trial date. However – all players must play their first position once.
- Trial times to be between 7 – 10 minutes each round.
- Appoint non-selector to call teams onto court.
- Once trialists in certain positions have been finalised, trial various combination in other positions to ascertain which combination appears most successful. During this time ensure rotation of non-selected players continues to comply with minimum trials per player in nominated positions.

After trials are completed:

- Thank trialists, explain difficulty of selectors
- Thank umpires and selectors
- Introduce team coach, manager, umpire (if present)
- Advise trialists that the team will be announced once the selections are ratified by the Board.
- Any player **not selected in a team** has the right to request feedback. **Selection committee members are not permitted to provide feedback. The process to be followed is that the Selection Committee will email the Representative Board member with the feedback, who will then provide the same via email.**





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## 11. CODES OF CONDUCT AND PLAYER AGREEMENTS

All players and officials will be required to sign Codes of Conduct.

### COMMITMENT REQUIRED OF COACHES AND THE SELECTION PANEL

Netball Australia's ROLE OF THE SELECTOR states:

As a member of any selection panel the selector has a responsibility to select the squad/team from the available candidates. The selector is an observer and note taker. Observe the players yourself before you listen to the comments of others. Observe the players on as many occasions as possible. Consider the potential to develop with further coaching.

### Expectations of Selection Personnel

The following are expectations of persons holding a position on a selection panel. Each Selector should:

- Attend all selection activities (i.e. meetings, Championships, trainings) as deemed necessary
  - Act with integrity and objectivity in all aspects of the selection process
  - Ensure all selection materials, discussions and meetings remain confidential to the Selection Panel and appropriate personnel
  - Declare a conflict of interest and notify the appropriate person of the conflict as soon as they become aware it exists and remove herself/himself from the selection or resign as a selector
- Responsibilities of Selectors Prior to selection each Selector shall:
- Be familiar with the relevant Selection Policy for the team/squad they are selecting
  - Be aware of the level and type of competition/event for which the team is being selected
  - Review the details of:
    - Team lists
    - Dates of birth of players for squad/team eligibility
    - Playing positions of players
- During selection each Selector shall:
- Ensure that the Selection Policy and or the Selection Guidelines are implemented
  - View all teams participating in the event at least twice during preliminary rounds

**Note: it is expected that selectors will be present and viewing games throughout the duration of the event Gather and record statistical and other information to support the decisions taken during the selection process**

### Know if selecting a Team or a Squad

If it is a squad know the relevant number of players to be selected and if there is a requirement of players for each position

To fulfil this requirement the Selection panel appointees must be available to:

- Attend training sessions (minimum 3 training sessions).
- View the athletes in their club fixture games (minimum 2 games)
- Must be available to attend the carnivals as set out in the representative teams handbook from year to year (all events)

To this extent the coaches and selection committee will be provided with a list of the squad athletes and will be required to keep detailed notes of each time they have viewed the athlete.





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## Netball Australia states that:-

- The selector should not listen to comments from others until after their evaluation.
- Selection panels should complete individual evaluations prior to discussions
- To this extent on selection days – selectors will abide by these conditions and will come together at various intervals during the trial process to discuss certain players. Each selector will be asked to present a list of the players who they believe should be selected from 1 to 9.
- Where there are differences in the players selected by the individual selectors – then the selectors will discuss their reasons for their choice. Players will then be placed back on court to determine the final positioning of players who are in question for selection.
- Players competition for a certain position will be played against each other.
- All official paperwork associated with the team selection shall be placed in a sealed envelope.
- The selection process requires selectors to assess what they believe the standard of an individual player is against defined criteria. It is acknowledged that this will, in the main, be a subjective decision tempered by the experience and expertise of the selectors. Consequently, subjectivity will always remain an unavoidable element of selection.
- When applying the criteria and considerations below, there will be at times, extremely difficult choices to be made which require the selectors to exercise their discretion and judgement. Providing the selectors have properly considered the criteria and considerations in this regulation and exercised their discretion and judgement in good faith, the Selection Panel will have fulfilled its obligations under this Regulation.
- Whenever selecting players for a Squad or a Team, the selectors should apply the appropriate level of the following competencies, personal attributes and other considerations:

### **Core Playing Competencies, appropriate for the age being selected:**

- Technical skill base
- Practical understanding and ability to read play, consistency & accuracy of decision making under pressure
- Achieved and maintained the fitness required for this level of competition
- Can sustain intensity of performance throughout the game
- Consistency of performance
- Shows the potential skills and capabilities to represent Mackay Netball at the level required for the team being selected

### **Core Personal Attributes:**

- Self-responsibility – driven to be the best and committed to own development
- Resilience – mental toughness, bounces back from adversity, perseveres and adapts
- Self-awareness – emotional intelligence and can manage behaviour
- Leadership – leads by example, and role models the Netball Illawarra performance culture on and off court
- Communication – ability to communicate positively and be open to receiving feedback in a calm and mature manner

### **Consideration may also be given to the following factors:**

- Coachability and potential to improve – understands expectations and applies learning's to improve performance
- Demonstrates 'team' qualities and is a 'fit' within the team environment, able to influence the squad/team in a positive manner



# MACKAY NETBALL ASSOCIATION INC

- Understands and demonstrates the Mackay Netball values passion, team, integrity, excellence and connectedness
- State of fitness, health and/or wellbeing
- Positional versatility & balance within the team
- Current form
- Whether a player’s performance and/or contribution has been affected by extenuating circumstances such as illness, injury, bereavement, parental leave, work/study commitments or similar which have temporarily compromised form/contribution

Consideration may also be given to any other factors that the Selection Panel considers in its sole discretion to be relevant and appropriate to the overall assessment of a particular player.

### **Representative Teams attending Carnivals**

Attending carnivals is at the discretion of the head coach of the team.

If the head coach elects to take his/her team to a carnival the following procedure must be followed:

1. The head coach must contact the club coaches of the players and advise the date of the carnival he/she wishes to attend at least 3 weeks prior to the carnival. The approach may be in person but must be confirmed by email. The operations manager [operations@mackaynetball.com](mailto:operations@mackaynetball.com) and the competitions committee [competitions@mackaynetball.com](mailto:competitions@mackaynetball.com) must be copied into the email.

### **Record of changes to ByLaw**

<b>Date</b>	<b>Changes made Bylaw adopted</b>
24.01.2020	Coaching consecutive years – changed to 3 years.
26.10.2021	Changes to policy
22.11.22	Changes to policy



# MACKAY NETBALL ASSOCIATION INC

## BY LAW 15/ 2020

### FEE SUBSIDY ASSOCIATED WITH VOLUNTEERS OBTAINING ACCREDITATIONS

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In accordance with the Mackay Netball Association Inc Constitution the following By Law is adopted by the Board of Mackay Netball.

The Board of Mackay Netball acknowledges the important contribution made by volunteers and the necessity to support and encourage volunteers to upskill and gain formal high level accreditations.

The Board has agreed to assist:

**Coaches** in meeting the costs of

- Obtaining an Advanced Coaching Accreditation

**Umpires** in meeting the costs of

- Obtaining a B badge or higher Accreditation

**Scorers and Timers** in meeting the costs of

- Obtaining National level accreditation

to a maximum amount of \$1,000.00.

The sum of \$1,000.00 will be paid upon production of tax invoices or by way of reimbursement upon proof of payment.

Mackay Netball will assist with meeting the following expense:

- Course Enrolment Fees
- Accommodation costs
- Travel Costs

In return for the financial subsidy the coach, umpire or scorer undertakes to “give back” to Mackay Netball by way of either:

- Providing coaching clinics;
- Coaching a representative team;
- Provide umpire coaching clinics;
- Umpiring at State Age or other carnivals on behalf of the Association;
- Scoring at Premier League; or
- Scoring at QPL home games.

The number of hours required to be “given back” shall be calculated by dividing the amount of financial subsidy by 50. *(That is a \$1,000 subsidy will equate to 20 hours. A \$300 subsidy will equate to 6 hours).*

Any coach or umpire wishing to apply for the financial subsidy will be required to email the Association prior to enrolling in any course to seek approval. Once approved, the coach or umpire will be require to acknowledge in writing the terms of the approval for fee assistance.

**Record of changes to ByLaw**

Date	Changes made
	Bylaw adopted



# MACKAY NETBALL ASSOCIATION INC