



2019

Policies & Procedures



WDNA

Wanneroo Districts Netball Association Inc.

DEFINITIONS

CLUB AFFILIATION:

A Club that you have paid fees to by means of being a player, coach, registered umpire, committee member or other direct involvement.

ASSOCIATE MEMBER:

An Associate Member is any person who is interested in promoting the Association who is not covered under the terms of affiliation as described above. Associate members must pay a fee each year to WDNA as detailed in the fees and charges schedule.

CLUBS/SCHOOLS:

Herein referred to as clubs.

OFFICIAL:

An Official is either an elected/co-opted officer of the Association or may be a representative nominated by the Board.

MATCH OFFICIAL:

Competent Scorer Timer and Umpire – someone who can carry out the task efficiently within the rules and guidelines.

NETSETGO NET:

Net Set Go refers to a skill-based program for 5-7 year old's as outlined by Netball Australia.

NETSETGO SET:

Basic modified game for players born between 1 July 2011 to 30 June 2012.

NETSETGO GO:

Game for players;	Year 4—born 1 July 2009 to 30 June 2010
	Year 5—born 1 July 2008 to 30 June 2009

LIST OF ABBREVIATIONS

ADO	Association Development Officer
AUDO	Association Umpire Development Officer
COW	City of Wanneroo
DOC	Director of Competitions
ML	Metro League
SGV	Single Game Voucher
WDNA	Wanneroo Districts Netball Association Inc
NWA	Netball Western Australia
NSG	Net Set Go

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1.0 Administration

1.1 Affiliation

Clubs applying to affiliate shall:

- Complete the approved affiliation registration and other forms as requested and return them to the Association Manager by the date stipulated.
- Pay the WDNA Club Affiliation Fee.
- Agree to abide by the Constitution, By-laws, Policies & Procedures and Code of Behavior of WDNA, and to ensure that their members do the same.
- All of this information and more can be found on our website: <http://wdna.net.au/rules-regulations/>

Outstanding monies

Affiliation will not be accepted from clubs, players, or individuals who have outstanding monies to WDNA or Netball WA.

Probation

The Board reserves the right to issue a notice of probation to a club under the following circumstances:

- Clubs who do not attend compulsory meetings
- Clubs who do not comply with requests to supply information
- Clubs who do not complete their registration processes correctly
- Clubs whose members continually break code of behaviour rules

A club that continually fails to meet its obligations as per their affiliations agreement may be placed on probation. Probation is a period during which the club must comply with the affiliation agreement and meet all obligations as requested. After the probation period has expired, the Board will meet to decide whether to lift the probation or whether to advise the club that their membership will not be accepted the following season (in accordance with 8.2 of the constitution). The Board will write to the club to advise that a probation notice is being considered and the reasons for this. The Board may request a meeting with club officials as well.

1.2 Club Contacts

WDNA will request each club to nominate up to two (2) contacts. One contact MUST be the President. These people will be the ONLY people that are authorised to make enquiries or changes regarding any matters to do with your club, so one (1) person must remain as a contact for the 12-month period.

The club contacts are the liaison between the club and WDNA and must be contactable, either by phone and email. It is the club contacts responsibility to pass on all information relating to the competition, courses, meetings, development and netball related matters to all club members.

Any correspondence must be received by 12 noon on the Friday prior to Board Meetings held on the third Monday of each month, when possible.

1.3 Clubroom Hire

Affiliated clubs/NWA shall be charged \$30.00 inclusive of GST per hire. This entitles the club up to 5 hours hire. Extra hours shall be negotiated with the WDNA Association Manager.

A \$100 bond shall be charged for non-members, and if the clubrooms are left in good order the bond shall be refunded upon return of the key. Hire to all other users shall be at the discretion of the Board at a rate to be determined by the Board.

At the discretion of the Board, WDNA equipment may be hired at a rate to be determined by the Board.

1.4 Code of Behaviour

It is the club's responsibility to ensure that their members and spectators are aware of and abide by the WDNA code of behaviour www.wdna.net.au/competitions/

There is zero tolerance to any misconduct.

1.5 Fees

A non-refundable affiliation fee must be paid by each club on registration day. Clubs must pay the full amount of the WDNA fee on registration day. Please use the WDNA costing sheet. If paying by EFT (bank transfer) you must provide the receipt before/with appointment.

The Netball WA fees are to be paid in full one (1) week before the first playing date.

If any monies are not paid by the due date, the club shall be deemed unfinancial and no team from that club will be allowed to take the court until outstanding monies have been paid. All monies that have not been paid by the due date will incur an administration fee of \$20 plus interest compounding daily at a rate of 10% per annum.

Should a team withdraw after registration day, all monies paid to WDNA for that team shall be forfeited. (Penalty #22)

1.6 Fundraising and Sponsorship

Each club is permitted only one fundraising OR sponsorship event on the WDNA premises per season excluding Finals. Bookings are to be made by emailing enquiries@wdna.net.au after lock out day.

Any Club who wishes to display a sponsor's logo on their club gear bags/uniform/bibs or other clothing, banners, sun shelters or other visible items must apply to the Board in writing for permission to do so. This should be done as soon as the sponsorship is obtained and before any clothing/bibs are ordered. Failure to do so may result in the club being asked to replace the uniform/bib or other clothing before being permitted to participate in the competition.

Clubs may not display a sponsor's logo if these sponsors conflict with either WDNA's sponsors, Netball WA's sponsors or if they contravene Healthway's Sponsorship Policy – i.e. certain fast foods, alcohol or tobacco products. The Board reserves the right to reject sponsors whose product may cause offense.

Clubs who have existing sponsors displayed on their club gear bags/uniform/bibs or other clothing, banners, sun shelters or other visible items, prior to 2018 are required to register these with the WDNA Office by lock out date for the competition year. The Board reserves the right to reject sponsors whose product may cause offense.

1.7 Grading

It is the responsibility of each club to correctly and fully complete the grading information requested on the registration form. Each club is required to grade and number their teams according to strength (1 being the strongest) and indicate your preferred division. It is imperative that Clubs present as much accurate information on their Registration forms about each player as possible and give a general description of the skills/ability of the overall team and an indication of players lost or gained to the team since the previous winter season. Failure to do so may result in incorrect grading.

WDNA is not required to regrade any teams who have failed to supply the correct information. Division preferences are subject to grading by the grading Committee.

Grading for teams playing for premiership points.

- Grand Finalists in each division from the previous year may move up a grade, unless less than 5 players remain from the previous year.
- The last placed team in each division from the previous year will move down a grade, unless less than 5 players remain from the previous year.
- An initial draft grading will then be released to the clubs for comment. The draft grading is not for general publication and is supplied to the clubs for information only.
- Clubs have 7 days from release of draft grading to respond with any requests for changes. Requests must include sufficient information to allow the DOC to consider the request.

The Board reserves the right to make any necessary adjustments to grading to ensure the evenness of the competition.

11 and Under and NSG teams will be paper graded and then reviewed throughout the season.

1.8 Insurance

Fees paid to Netball WA include insurance cover for players, coaches, umpires and officials from non-Medicare expenses incurred as a result of an injury received during a game played at WDNA and affiliated Associations. Coverage is also applicable during training sessions. For further details, please contact the Insurance Broker for Netball WA through the Netball WA website - <http://www.willisnetball.com>

The scorecard is an official document and must be completed correctly during the event of an injury or the insurance may be voided.

1.9 Permits

Permits to play down will not be granted to ANY PLAYER unless as part of the inclusion policy and a medical certificate may be requested. Refer to our Inclusion Policy (6.7).

Clubs may apply for a permit for a player wishing to play up two (2) age groups from where they are age eligible, however once a player has been granted a permit to play up, they may not play in a lower age group for the remainder of the season.

A player may be permanently moved to a higher graded team, providing they are age eligible, by the club contact advising WDNA via email. Once confirmation has been received, the player no longer needs to be recorded on the back of the scorecard. Once a player has been moved up, they may not play in a lower team for the remainder of the season.

1.10 Player Transfers and Withdrawals

A club has the right to appeal to the WDNA Board a player or coach transfer on financial grounds. A player or coach who is refused a transfer has the right to appeal to the WDNA Board to review that decision. Such appeal must be made in writing and will be heard at the next Board Meeting. The WDNA Board decision shall be final.

Any application for refunds after lock out date and before the first playing date must be made immediately in writing to the Association Manager. Refunds will only be considered with a medical certificate. Should the application be successful an administration fee of \$20 may be applied.

There can be no transferring of a player's fee from a withdrawn player to a new player once the club has had their registration appointment.

1.11 Proof of Age

All players aged thirteen (13) and under as of the 31st December in the current playing year and younger must provide a photocopy of their Birth certificate, Birth extract or Passport prior to registration day for verification of their age. Players registered after this date must also provide proof of age. This information will only be required once, as it will be noted on the WDNA data base. WDNA reserves the right to request this information from any player throughout the season. Players have 48 hours to provide the requested documentation to WDNA. (Penalty #10)

1.12 Registrations

Each team registering must have a minimum of seven (7) players (if less than 7, registrations will not be accepted) and the registration fee for those players will be lodged on a date as specified in the registration pack.

WDNA will not accept the registration of a club or player if they are unfinancial with WDNA or NWA from previous seasons until all monies owing are paid in full.

Clubs may register further new players by submitting the MyNetball administration form up to the lock out date as advised by the Association Manager. New players must have paid all WDNA and Netball WA fees by 12pm on the Friday PRIOR to the next winter playing date to be considered an eligible player. Clubs who do not follow this procedure may be declared unfinancial and may not be allowed to take the court or accrue points until they become financial. Points will NOT be returned upon payment.

Prior to the WDNA AGM clubs shall nominate two (2) contact persons as representatives of the club, one of which MUST be the club President.

If a club does not register for two (2) years their name and colours become available to new or existing clubs wishing to change their name or colours.

WDNA reserves the right to charge an administration fee of \$20.00 on all requests for refunds and player withdrawals and noncompliance.

The DOC reserves the right to limit teams due to court restrictions or available court lighting.

Late team registrations will be placed on a wait list.

1.13 Team Withdrawals

Any club or team who wishes to withdraw from WDNA after the lockout date shall forfeit all monies paid and may be fined between \$250.00-\$500.00 at the Board's discretion. (Penalty #22).

1.14 Training Court Allocations

Courts required for training and grading purposes between December and February can be requested by emailing the WDNA Association office from December 1st.

Any club wishing to train at the Kingsway courts must apply in writing via enquiries@wdna.net.au. Allocations will be at the discretion of the Association Manager. Clubs note that ratios are based on two (2) teams training based on one half court per team for a 90-minute period.

Clubs must state the number of teams training and the time and date required. Clubs must apply in writing from each year and confirm their teams at the WDNA registration for their court allocations. No club shall be permitted to book out more than eighteen (18) half courts on any one night at any one timeslot wdna.net.au/home/forms-downloads/

Clubs that require more than their original allocation may either apply for another night or wait and see if extra courts are available once training has commenced.

Clubs are reminded that they are responsible for the conduct and safety of their members and any unattended children during training times.

Clubs found not using their courts without notifying the Association Manager may have their court use suspended.

It is the responsibility of the last team to leave on any training night to ensure that the lights are turned off, and the gates are closed and locked. Please work together to ensure this occurs.

WDNA strongly recommends that all players do not leave the complex unaccompanied. Clubs are encouraged to monitor this process.

1.15 Unfinancial Clubs/Players

Any club or player owing money either to WDNA or Netball WA shall be deemed unfinancial. Money owing can be in the form of fees, fines or other penalties, etc.

Unfinancial clubs and their players are not entitled to the rights and privileges of membership until all monies owing (plus interest if applicable) are paid in full to the satisfaction of WDNA.

WDNA reserves the right to refuse all further membership applications from unfinancial clubs or players in the future. Please refer to Item 8.2 of the Constitution.

1.16 Uniforms

The uniform of a club shall consist of:

FEMALE PLAYERS – either skirt and top, or dress, with sports brief or bike shorts no longer than the skirt or dress; and position bibs including one set of clash bibs.

MALE PLAYERS – shorts, top (club style and colours) and position bibs including clash bibs.

Players representing their school may wear shorts if this is the school uniform, however all players in the team must then wear shorts or all girls must wear skirts. A mixture of skirts and shorts for girls is not permitted. In a mixed competition, girls/women are to wear skirts, and boys/men are to wear shorts of the same colour and tops that are aligned with the club uniform.

No two (2) clubs shall have the same uniform to the exclusion of bibs, the only exception being school based clubs as they are permitted to wear their school uniform/school sports uniform. No long sleeve shirts are permitted to be worn under the club's uniform unless covered by the Net Set Go (SET) clause #3.1, Net Set Go (GO) clause #3.2 or there is a valid Medical certificate or cultural reason for this. Written proof is required and should be sighted by the Association Manager.

Approvals for new uniforms will only be considered at monthly Board meetings. Once approval is received a photograph will be taken by WDNA and no deviation to the photographic example will be allowed.

New uniforms or changes to dye lots or Pantone colours **must** be submitted to the Association Manager three (3) weeks prior to registration and no club shall make any changes to this uniform without first obtaining the consent of the Board.

Permission to play out of uniform must be obtained from the Association Manager, DOC or WDNA official for any player/team **prior** to taking the court. (Penalty #12)

Priority of registration shall determine the exclusive right to wear a particular uniform or colours.

Clubs are to have one uniform design and colour combination only. If choosing different uniform styles in different age divisions all uniforms must be registered by lock out.

All players in Finals matches must play in **that** team's registered uniform. (Penalty #12)

The DOC may grant a permit for playing out of uniform at the beginning of the winter season if a club can prove that they are subject to uniform delays by a supplier.

The Board reserves the right to request a team or player to alter any part of their uniform if deemed inappropriate. Failure to comply may result in the team or player being unable to take the court. (Penalty #18)

2.0 Competition

2.1 Awards

CAROL HORROCKS

Awarded to a Board or Committee member who has shown extraordinary commitment and dedication to the benefit of the Association. This award is for a person who has gone above and beyond what would normally be expected of their role as a Board or Committee member. This award is not to be awarded to any paid employees.

This award is only awarded if the criteria is met in the nominations received. Nominations to be called in early August and award decided at the August Board meeting. Award to consist of a replica trophy and perpetual trophy funded by WDNA.

MONICA HOLTON CLUB APPRECIATION

Awarded to a team or club who has shown extraordinary commitment and dedication to the sport of netball, in particular to the benefit of the Association. This award is for a team or club who has assisted the Association and netball in general, in addition to their normal club commitments.

This award is only awarded if the criteria is met in the nominations received. Nominations to be called in early August and award decided at the August Board meeting. Award to consist of a perpetual shield donated by the Holton Family plus replica trophy funded by WDNA.

UMPIRE OF THE YEAR

Awarded to the umpire who receives the most votes as voted by Open Division 1 teams weekly. Award to consist of a trophy and replica, funded by WDNA. Votes will be collated and counted by the Director of Umpiring and Development at the end of the last round.

MOST IMPROVED UMPIRE – JUNIOR, INTERMEDIATE & SENIOR

Awarded to an Academy umpire who has been judged by the AUDO to have made the biggest improvement in their umpiring ability and have taken on the feedback given to them. Association Manager to be advised of recipient at conclusion of season. Award to consist of a trophy and replica, funded by WDNA.

GREEN SHIRT UMPIRE AWARD

Awarded to an umpire who has participated in the Green Shirt program and has been judged by the AUDO to have made the biggest improvement in their umpiring ability and has taken on the feedback given to them. Association Manager to be advised of recipient at conclusion of season. Award to consist of a trophy and replica, funded by WDNA.

MICK NANOVICH SHIELD

Awarded to the winning team in the Open Division 1 Grand Final. Award consists of a perpetual shield and a replica, funded by WDNA. Michael Nanovich was the inaugural Patron of WDNA from 1974 until his passing in 2005. He played a pivotal role in the establishment of WDNA in conjunction with others. Mick was a resolute supporter of WDNA for over 30 years and we name this shield after him to remember and honour the considerable contribution he made to not only the establishment of our Association but also his ongoing support over many years.

RISING COACH AWARD

To be eligible for nomination the coach must meet a minimum of two of the below standards during the year of nomination, one of these standards having come from points 2 or 3:

Attained or aspiring to Development, Intermediate or Advanced accreditation;

- 1) Coach of a WDNA team at the Smarter than Smoking Association.
- 2) Championships Weekend; or any other carnival that WDNA may send representative teams.
- 3) Coach or Lead Coach during a WDNA program.
- 4) Coach or Assistant/Apprentice Coach at Regional Academy or Cadets program or State Netball.
- 5) League competition, WA State Team or WAIS program.

Nominations to be presented by the ADO in early August and award decided at the August Board meeting. Award to consist of a perpetual shield donated by Matsue Electric plus replica trophy, funded by WDNA.

PRESIDENT'S CUP

Awarded to the player in an Open Division 1 team who has received the most votes as awarded by the umpires weekly under a 3-2-1 voting system over the point scoring rounds. Voting collection method to be determined by the Board. Award to consist of a trophy and replica, funded by WDNA.

When players in contention for this award are tied on votes, a count back shall occur. The player receiving the highest number of 3 votes being declared the winner. Should it still be a tie, the player with the most 2 votes are declared the winner and so forth.

SPIRIT OF NETBALL

The Spirit of Netball Award is WDNA's most prestigious trophy. It is awarded to a team, club or person other than a current serving Board member, Competitions Committee member or paid employee, who has displayed commitment, sportsmanship and dedication towards WDNA and its members.

This award is only awarded if the criteria are met in the nominations received. Nominations to be called from the Board in early August and award decided at the August Board meeting. Award to consist of a replica trophy and perpetual trophy funded by WDNA.

2.2 Bye Games and Postponements

Teams with a Bye game in their division shall be awarded 1 point when playing a bye game against another division.

Teams with a bye game (no game) in their division shall be awarded 0 points for this game and no game will be recorded.

If a Bye game is forfeited, the non-forfeiting team shall receive 1 point and the forfeiting team receives 0 points.

No Postponements will be accepted; games must be played as fixtured or forfeited.

2.3 Complaint Handling Procedure

The procedure applies to the following members and individuals:

- Players, Coaches (including assistant coaches), Umpires and any other official, or clubs who enter any WDNA competition, program or event and
- Spectators who are not members of WDNA will be deemed as being associated with the club they are supporting at the time of any incident.

In the event of a game day complaint, the WDNA game day card must be presented at the Match Office for attendance during the game. If a club misplaces their game day card, they will be charged a \$10 fee.

A complaint may be lodged by the club contact on the appropriate form with the WDNA within 48 hours of the match together with a fee of \$20.00; this fee will be refunded if the complaint progresses to mediation or a tribunal. The offence may have occurred before, during or after the competition, program or event, but must have occurred on WDNA premises. The car park does not form part of WDNA premises.

The Board will refuse to accept complaints that have not been signed by the club contact and any complaints that are deemed to be frivolous, vexatious or otherwise mischievous in their nature.

The final decision will rest with the DOC in conjunction with the Board.

Where a WDNA Board member or Official believes an offence may have been committed or the Board receives a letter of complaint, but no report has been made; the Board may investigate or appoint a person to investigate the alleged offence. If after the investigation the Board or person appointed to investigate recommends that a report should be made, the Board or the person appointed by the Board may make a report. A report arising out of an investigation conducted under this clause should be made within one week of the date on which the alleged offence took place, however the report should be made sooner where possible.

A decision shall be made by the DOC, in conjunction with the Board, in a reasonable time upon receipt of the complaint as to whether further action shall be required.

Further Action

If mediation is to take place, the DOC shall arrange via the Association Manager for a suitable date, time and place for a Meeting to occur for all involved parties. As mediation is an informal process, the number of people in attendance shall be limited to the complainant and the defendant plus no more than two (2) additional persons for each party. The DOC (or nominated representative) plus one (1) other Board member shall attend to represent WDNA. The outcome of the mediation process shall be documented and placed in the tribunal file.

The DOC shall keep a record of the proceedings and will present these to the WDNA Board at the next meeting.

Tribunal Process

If the matter is to be dealt with by a Tribunal, the following process shall be followed:

- A Board Member with a previously declared interest may not participate in dealing with the complaint. WDNA reserves the right to request assistance from Netball WA or any other incorporated body to assist with representation if required.

- After receiving instructions from the Board, the Association Manager shall advise all parties involved via the club contact of the Tribunal date, time, place and procedures as soon as practicable within a reasonable time of receiving the complaint.
- At the Tribunal, all parties involved shall be interviewed separately.
- The alleged offender may be accompanied by one official of their club. Persons under the age of 18 must also be accompanied by a parent or guardian. No party to the Tribunal may be represented by a barrister or solicitor. Any party may be accompanied by an advocate who is not a barrister or solicitor.

If the alleged offender (or representative of the accused team or club) fails to attend a Tribunal as requested without reasonable cause, the alleged offender shall not be permitted to play, coach or umpire for any team or club at WDNA until such time as the Tribunal has taken place. The Tribunal may proceed, and a determination made by the Board in the absence of the alleged offender, team or club, provided that the Board are satisfied that all notification procedures have been carried out correctly.

The purpose of the Tribunal shall be to determine whether the alleged offence has been established on the balance of probabilities. Having regard to the principles of natural justice. If the Board considers that a charge has been established, the Board may impose any one or more of the following penalties:

- a) A monetary fine;
- b) A warning;
- c) Suspension, disqualification, reprimanding and/or banning;
- d) Any other such penalty as the Board considers appropriate.

Suspension may include being prohibited from coaching, umpiring or playing for any team within the Association. Suspension may also include being prohibited from entering the WDNA complex.

If the offence is not established it shall be dismissed, however if the Tribunal is not satisfied that the offence has been established but is satisfied that a lesser charge has been established, then the Board may apply the penalty applicable to the lesser charge.

Where charges arising from one incident are heard together and the Board establishes that the alleged offender or team has committed more than one offence, it may impose a single penalty, being not more than the maximum penalty for the most serious of the offences, or it may impose individual penalties for each offence.

Where the Board imposes more than one period of suspension, it may impose them to be served concurrently or cumulatively or partly concurrently and partly cumulatively.

If the offender is found to have breached the Constitution, By-Laws, Policy and Procedures and/or Code of Behaviour of WDNA then the Association Manager will advise the penalty to be imposed. Monetary penalties must be paid prior to the next playing date.

The Board is not obliged to provide any oral or written reasons for any decision made by it. A summary of the Tribunal shall be kept on file in WDNA records.

The Association Manager shall notify the complainant and offender/s club/s in writing of the outcome of the Tribunal and any penalties applied, within 48 hours of the Tribunal. The Association Manager shall maintain a tribunal file.

2.4 Eligible Players

An eligible player is one who has met all the registration requirements of WDNA. Playing an ineligible player during any match will result in a fine. (Penalty #10)

In the event of proven false recording of a name on a scorecard, the player who plays under the name, and the player, if any, under whose name they have played, shall be deemed not to have played on that day at all for the purpose of qualifying for finals matches. (Penalty #8).

If a team suspects the opposition is playing an ineligible player, the team official should make the matter known to the match office immediately whilst the game is in progress in accordance with the complaint handling procedure.

Any player may play up **one** (1) age group from where they are eligible to play by birth date without approval from WDNA.

No Limits Competition

To be run in conjunction with Netball WA. The competition to be limited to four clubs during the period 2017-2019 inclusive.

Season to be a 6-week come and try program, from which hopefully an Association No Limits Team can be formed. Following Association Championships there will be a further 3 or 4 week come and try program, followed by a 6-week competition.

A committee will be formed with a representative of each club, and a Board Member of WDNA. The intention of this committee is to ensure a common approach across the four clubs.

The four clubs will be expected to work together in regard to helping the program succeed. It is hoped that the four clubs will assist each other in player recruitment and the same fee structure as each other for this program. All clubs will start their come and try sessions in the same week, assistance will be provided by Netball WA.

Netball WA and WDNA will assist with availability of grants in this field to assist with reducing costs for the participating players.

2.5 Ethics Clause & Member Transfers (Poaching)

Players and coaches are regarded as being registered from the time the club submits their team lists on Winter Registration Day to the conclusion of their winter season. During this period:

- No club member, coach or other official, including TACT and Metro League coaches/officials, may approach any player or coach from another club to discuss transferring or offer inducements to transfer. (Penalty #17)

Approaches may be made to any player/coach the day after the WDNA Grand Final of the winter season when every player/coach is deemed to be a free agent.

2.6 Finals

Upon confirmation, teams are required to update their teams in MyNetball via Teams – Team/Squad Setup (season) to include all players playing for that week, by 9:00am Wednesday. Club contact to email enquiries@wdna.net.au as soon as all teams have been updated. (Penalty #19)

All players must have taken the court for at least five (5) matches with their own club, on separate dates, before they may participate in finals matches. Clubs may check player eligibility via MyNetball – Teams – Reports – Matches Played.

No out of uniform permits will be issued for finals.

Any team who forfeits a finals match will be eliminated from the finals series. If Team 1 or 2 (2nd Semi-final) forfeits a Semi-finals match on the scheduled day, there shall be no Preliminary final. The winner of the 1st Semi-final match shall automatically go through to the Grand Final. A team forfeiting a finals match must show just cause to the Board by the Wednesday prior to the match. (Penalty #14) The Board reserves the right to replace a forfeiting team in a final.

All teams in the finals will be advised by email, and the WDNA website, of the time and court for finals. All finals must be played on the day, date and time specified by the Association.

Order of Play –

Semi Finals: 2nd Semi Final – 1 v 2, 1st Semi Final – 3 v 4

Preliminary Finals: Winner of 1st Semi Final v Loser of 2nd Semi Final

Grand Finals: Winner of Preliminary Final v Winner of 2nd Semi Final

Where teams finish the season with an equal number of premiership points, the relative positions on the premiership table are arrived at by dividing the goals scored for by the goals scored against.

During a finals match where a draw is imminent (or likely), a team representative must come to the match office for an official. In the event of a draw at full time, two WDNA officials shall become the scorer and timer at the court and the order of play is as follows:

- There shall be a **two** (2) minute interval at the end of full time.
- Extra time shall consist of two (2) halves of **seven** (7) minutes each, with an interval of **one** (1) minute at half time. Teams shall change ends at half time. The centre pass is taken by the team entitled to the next centre pass.
- During both intervals, substitutions and/or team changes may be made as per the official rule book – 9.1 SUBSTITUTIONS AND TEAM CHANGES

1) Both teams have the right to make substitutions and/or team changes:

(a) During an interval

(b) When play is stopped for injury/illness or blood.

2) The number of substitutions is not limited provided the players used are those named for the match.

- During extra time, normal injury or illness procedures shall apply (refer Rule 9.3.1 Official Rules of Netball). However, during the **entire** extra time.
- The first stoppage for each team shall be up to 30 seconds. Each subsequent stoppage for each team shall not exceed thirty (30) seconds.
- Coaching is allowed by anybody on the team bench and at any time from a stationary position.

In the event of a draw remaining at the end of the extra time, a visual signal to indicate that play shall continue until one team has a two (2) goal advantage.

All finals times will be provided to club contacts. All clubs will be allocated finals umpire and/or volunteer timeslots by 9am Wednesday prior to the finals match. It is the responsibility of the club to provide a suitable umpire for the level of game allocated. (Penalty #3 & Penalty #16)

Clubs who have a significant number of teams in finals, but whose umpires are not used, will be required to supply volunteers for various roles as determined by the Association Manager.

No umpire is guaranteed allocation of a Finals match.

WDNA recommends that all clubs pay umpires who have been allocated as reserves for finals matches as the umpire is required to remain in the allocated area in full umpiring uniform, for the duration of the allocated match.

2.7 First Aid

First Aid /Physio services are available each week at the First Aid room. Ice is available from the First Aid room at the discretion of the first aid personnel.

Please note - there may be a charge levied by the Physio for any consumables.

2.8 Forfeits

Any team intending to forfeit a **Winter** match must have the club contact notify WDNA office by email no later than 10.00am on the Friday prior to the fixtured game. (Penalty #13)

Any team intending to forfeit a **Spring** match must have the club contact notify WDNA office by email no later than 10.00am on the Tuesday prior to the fixtured game. (Penalty #13)

Where teams provide their own umpires, it is their responsibility to notify their umpire.

When a team playing for premiership points forfeit a match, two (2) points for a win and the following relevant score shall be awarded to the opposing team;

Open divisions: 30—0

15 & Under and 18 & Under divisions: 25—0

12 & Under and 13 & Under divisions: 15—0

When teams NOT playing for premiership points forfeit a match, the following score shall be awarded to the opposing team;

11 & Under divisions: 10—0

NSG (SET and GO) divisions: 10—0

In the event of a team forfeiting two (2) consecutive matches, the team shall show just cause to the Board for such forfeiture. Penalty at the discretion of the Board.

Refer to policies 2.6 (Finals) and 1.7 (Grading) for further information.

When the WDNA Academy umpires have been allocated a game and a forfeit has occurred without sufficient notice in accordance with WDNA procedure, then the forfeiting team is responsible for the payment of both umpires.

2.9 Glasses/Jewellery and Nails

Glasses

No sunglasses are permitted. Transitional prescription glasses may be worn if a Medical certificate is supplied to the Association Manager prior to the commencement of the season and a permit must be carried to show umpires upon request.

Jewellery

No jewellery or sharp adornments, including hair beads shall be worn, with the exception of a wedding band and/or medical alert item, which must be taped or worn under a sweatband. Holes from spacers are to be taped and the spacer jewellery to be removed. (Rule 5.1.1. (IV) Official Rules of Netball).

Should a player be found to be wearing prohibited jewellery after the commencement of the game, they shall be sent off the court and the jewellery 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 on the court to fill that position. The player may retake the court at the next centre pass, after inspection by the umpire.

Nails

Finger nails must be cut short and be smooth. The taping of nails is **not permitted** in the winter or spring competition.

Wearing of gloves is **not permitted** in the winter competition. Players with legitimate medical reasons for wearing gloves must supply a medical certificate stating the reason to the WDNA Association Manager or DOC prior to the commencement of the season, however the nails must still be cut short and be smooth under the gloves.

2.10 Interchange of Players

When a club has two (2) or more teams in WDNA then:

- A club may play players from a lower division to any higher division subject to age eligibility (See section 2.4). Players may only play up **three (3)** times during the season.

On the fourth time WDNA will automatically move a player to the appropriate team list and then notify the club of the movement. The club is responsible for being aware of all player movement etc. **It is not WDNA's responsibility to track their SGVs and games played up.**

Players may **NOT** be interchanged between team lists between lock out date and the first playing date. Players may only play up in accordance with the eligibility rules. NetSetGO (SET and GO) players may borrow from their own club or from the opposition team. Players must be listed correctly on both the front and back of the scorecard as playing from another team.

Where it occurs that a club has two (2) or more teams in the same division, the players from the higher numbered team may play up in the lower numbered team, but the lower numbered team players may not play down without a permit. (i.e. Team 5 may play a player from Team 6). In the event of a regrade where WDNA moves a team, so that a club's teams are out of numbered sequence, the DOC may re-number the teams prior to the commencement of the next round.

2.11 Match Play

NetSetGO (SET and GO) matches will consist of 4 x 10-minute quarters, with a **three** (3) minute quarter time interval and a **five** (5) minute half time interval.

All other winter matches will consist of 4 x 15-minute quarters, with a **three** (3) minute quarter time interval and a **five** (5) minute half time interval. In spring, match times shall be advised.

All teams are to supply their own sports timer (**no mobile phones**) during the winter competition. Games are centrally timed during the spring competition.

All matches must start on time. Should a team not be able to take the court due to a lack of player numbers (**5 players minimum**) or a delayed arrival of an umpire there shall be a **five** (5) minute grace period. After this time the match must commence or be forfeited. Should the grace period be needed; then the breaks shall be shortened to **two** (2) minutes for each quarter time break and **two** (2) minutes for half time.

All spectators and team officials must remain behind the yellow spectator lines. This is for umpire, player and spectator safety. At no time, may a coach, team, club official or spectator position themselves along the goal line of a court.

2.12 Mixed Competition

In 2019, WDNA will have a Mixed 15 and Under competition. Players must be aged between 12 and 15 by the 31st of December in the year of the competition.

Clubs with boys' teams will be required to submit their proposed boys' uniform for approval by the Board as soon as possible. The boys' uniform is expected to be similar in design and colours to the normal club uniform.

Teams playing Mixed Netball may have a maximum of three (3) and a minimum of two (2) males on the court at any time. A maximum of one (1) male per third is allowed – i.e. one only as either GS or GA (attacking third), one only as either WA, C or WD (centre third), and one only as either GD or GK (defensive third).

The competition is subject to the policies and procedures of WDNA.

2.13 Photography/Videoing

Photography approval or denial needs to be noted in the grading comments section of team entry on MyNetball for each team. An alert sticker will be placed on the scorecard if applicable.

Should a team wish to change their consent for photography, such advice must be sent in writing from the club contact or club President to the Association Manager

2.14 Presentations and Functions

All presentations and their procedures shall be as advised by the DOC. It is expected that all teams participating in the Grand Final will stay for presentations.

Appreciation Function

An invitation is to be posted or emailed out to WDNA Patrons, trophy donors, Life Members, Board Members and other persons as recommended by the Board.

2.15 Scorecards/Scorer and Timer

Scorecards

The official scorecard as supplied by WDNA will be the only one accepted. Player positions **must** be recorded on the scorecard for each quarter by each team. This information is required for insurance and eligibility purposes. All recording on the scorecard **must** be written in ink.

It is the responsibility of **each team** to ensure **THEIR** information is filled out correctly on the scorecard – please advise the match office immediately if the opposition team does not co-operate in this regard. (Penalty #2)

It is the responsibility of the **scoring team** to hand in the score card to the Match office **immediately** following the match. (Penalty #1)

Player's names may be added to a scorecard once the game has commenced but must not exceed twelve (12) players, including Finals matches.

If a Single Game Voucher (SGV) is being used in the match, the SGV number and the name of the player **must** be recorded on the back and listed on the front of the scorecard prior to the commencement of the match. A player playing up **must** have their name and information recorded on the front and back of the scorecard. (Penalty #2)

Scorer and Timer

The first named team shall provide a competent official scorer and the second named team shall provide a competent official time keeper as per the fixtures for both winter and spring competitions.

The scorer and time keeper must remain in the marked box area, and/or opposite sideline, and shall check both the score and time with each other. When the time keeper is required to follow the umpire during the final ten (10-30) seconds of each quarter, teams are advised to supply someone else to check the score with the scorer.

During the game and breaks the official score card and timer device **must remain visible** and be left in the marked box area.

In the event of a team failing to supply a time keeper or scorer and the opposition team is unwilling to provide a time keeper or scorer; then that team must find a suitable time keeper or scorer in a timely manner or a player from that team will be required to time or score. (Penalty #15)

A recognised sports timer must be used. **Mobile phones are not permitted to be used as timers.** The Association reserves the right to replace a timer or scorer. No coaching is permitted from either the Timer or Scorer during the game.

The Scorer and Timer are responsible for timing a player suspension – 2 minutes.

2.16 Single Game Vouchers (SGVs)

A Single Game Voucher (SGV) is a voucher that is used for a fill in player. This voucher is valid for one match only. This provides insurance cover for the player in the event of an injury and must be recorded on the score card.

Any player not registered to play in a team at WDNA must purchase a SGV **prior** to taking the court. Failure to purchase a SGV prior to the commencement of the game will be classified as playing an ineligible player. (Penalty #10)

When a fill in player is affiliated to Netball WA through another association, a WDNA SGV must be purchased and the Netball WA ID number must be supplied along with any other requested documentation.

There are conditions associated with both a Netball WA and WDNA SGV;

- Players can only purchase and play on two (2) separate Single Game Vouchers. Should a player take the court for a third time that player must pay full WDNA and Netball WA fees. Monies already paid for previous SGV's do not contribute towards the above fees.
- SGV's **DO NOT** count towards the five (5) games required to qualify for finals if two (2) SGV's played for the same club. Monies already paid for SGV's do not contribute towards registration fees.
- An SGV may **not** be used in Finals matches.
- A team may only have a **maximum of two (2)** players playing on a SGV in any one winter match. If a club has more than two (2) players on a SGV in any one match, the additional players are deemed ineligible players and fined accordingly. (Penalty #10)
- Once a player has played for a club on a SGV, they are deemed to be affiliated with that club for that match and clubs will be held liable for the behaviour of the SGV player. (Penalty #5)
- The SGV number **must** be recorded on the back of the score card.
- Normal interchange rules apply to SGV players (**Refer Interchange of Player**).

2.17 Spring Competition

Spring registrations **may** consist of a mixture of players from various clubs registered for the previous winter season. Teams and team names are for the Spring season only.

Winter clubs wishing to enter more than one team into the Spring competition must have two (2) club contacts in order to use the club name and uniform, one of which must be from the Winter Competition.

Clubs may apply to the Board for a new uniform permit which is valid for the Spring competition ONLY. Photograph and description of the uniform and bibs must be submitted 3 weeks prior to commencement of the Spring Competition.

The DOC reserves the right to limit teams and divisions and to make necessary adjustments to the fixtures to ensure an even competition.

Matches to consist of **4 x 10-minute quarters**, with a **two (2)** minute interval at quarter time and a **five (5)** minute interval at half time. All games will be centrally timed by the WDNA match office; however, the non-scoring team must still provide a timer to officiate with the scorer.

In the event of a minor injury no time is held, the player is removed from the court and the game is continued. In the event of a serious injury where the game cannot be recommenced, the

outcome shall be determined by the Director of Competitions, refer to the injury Procedure.

During the Spring competition, only, teams are permitted to use up to four (4) fill in players on Single Game Vouchers in one game. All other Single Game Voucher conditions apply (**Refer to Single Game Vouchers**).

During the Spring competition, players are permitted to wear gloves, all OTHER jewellery restrictions apply.

In the event of a power failure during the Spring competition all games will be cancelled and no points will be awarded.

2.18 Volunteers

Clubs are to provide volunteers on a pro rata basis to WDNA as requested. This provision is compulsory. A volunteer must stay for the entirety of their allocated time. (**Penalty #3**)

Duties of volunteers will be varied as directed by the Board.

Clubs will be given the opportunity to request their preferred date and time. At the end of that period, the Board will allocate a date and time to all clubs and forward a roster to the club contacts.

Clubs participating in finals are required to provide an umpire and/or volunteer on a pro rata basis as requested by the Board to assist during the finals series. (**Penalty #3 and #16**)

All volunteers must be a minimum of sixteen (16) years of age and must wear enclosed footwear.

Volunteers who are not correctly attired will be sent away and the club fined as per Penalty #3. It is the club's responsibility to provide correct information to the volunteers it provides regarding their potential duties.

2.19 WDNA Association/Invitational Teams

An invitation will be extended to the winners of the Open Division 1 Grand Final to represent WDNA at the Smarter than Smoking Association Carnival in the following year. Should this team decline, then the invitation will be extended to the runner up. Should the runner up decline, then no further invitation will be issued.

Players chosen to represent WDNA at the annual Smarter than Smoking Association Carnival under age divisions shall be chosen from the WDNA Talented Athlete and Coaches Training (TACT) program. The TACT program policies are available from the WDNA match office.

Further Open teams may be entered into The Smarter Than Smoking Association Carnival under the following provisos:

- A suitable coach (minimum Intermediate level) must be appointed by the Board
- Players currently playing in divisions 1 to 3 to be invited to participate, there will be no trials and a maximum of two teams will be taken.
- Costs to be as per The Smarter Than Smoking team fees for that year.

WDNA may enter teams into the NWA ML competition. ML Policy and Procedures are available from the WDNA office.

2.20 Weather

Matches will **NOT BE** cancelled by WDNA due to inclement weather.

At the discretion of the DOC and/or the Director of Risk Management, **a timeslot or round** may be cancelled due to dangerous weather in the immediate vicinity of the WDNA Netball complex. No forfeits for this cancelled round will be accepted. No points shall be awarded to any team.

In the event of a Finals match having to be cancelled due to dangerous weather, the DOC shall call a Special Meeting with the relevant Convenor/s and the AUDO no later than the Tuesday following the cancelled game, to arrange for the match to be played as soon as possible. Teams involved will be consulted regarding dates.

During game cancellations due to dangerous weather, updates will be posted on the WDNA Facebook page at regular intervals. Teams are responsible for checking the Facebook page or confirming with their club contact before leaving home.

Lightning

Whenever there is lightning in the vicinity of the WDNA complex or any activity under the control of WDNA, the 30/30 rule relating to lightning shall be applied by those in charge of the activity.

- If the time difference between a lightning strike and the associated thunder from that lightning strike is 30 seconds or less, all persons associated with the activity as players, officials, umpires, or spectators shall immediately leave the grounds and seek shelter that is appropriate for protection from a lightning strike.

The activity that has been suspended shall not be restarted until there has been at least thirty (30) minutes elapsed since there has been any evidence of a lightning strike.

It is strongly recommended that all Clubs training at the WDNA complex adopt this policy to form part of their own Club Weather policy.

3.0 NetSetGO (NSG)

3.1 NetSetGO Set Rules

Game Set Up

Goal post: 2.4m (8ft) in height

Ball: Size 4

Match duration – 4 x 10min quarters with **three** (3) minute interval at quarters and a **five** (5) minute interval at half time. Normal injury time applies (up to 30 seconds per incident to leave the court).

Time to pass the ball: Five seconds

Centre pass: The initial centre pass will be taken by the team who won the toss and all other centre passes shall be taken by the team that did not score the last goal.

Gameplay Rules

Stepping: Shuffling on the spot to regain balance is allowed providing participants don't move down the court.

Short pass: If two players from the same team gain possession of the ball in quick succession, this is not considered a short pass and possession shall be awarded to one player.

Replayed ball: A player who fumbles while gaining possession of the ball will not be considered to have replayed the ball. A player may also bat or bounce the ball up to two (2) times to gain possession).

Offside: A player who moves into an incorrect playing area and self-corrects should not be penalised for offside. Players should be given guidance if they move into offside areas, however if a player regularly goes offside, even after guidance is given, they may be penalised.

Breaking: A player who breaks on the centre pass should not be penalised for breaking.

Defending: Strict "one-on-one" defence. Players may **NOT** defend a shot at goal.

Obstruction: Players should be given guidance if they are obstructing (i.e. Defending from a distance of less than 1.2m or have arms away from the body so as to limit the movement of an opponent and should not be penalised at the first instance.

Penalty Pass: A player taking the penalty pass must stand in the correct position and wait for the offending player to stand out of play before passing.

Umpires: Use simple language and explain decisions. Adopt an encouraging and pleasant manner to ensure an open free flowing game, particularly in the setting up of penalties and throw ins. Umpires to direct scorer and timer. May enter the field of play to assist with player positioning.

Substitutions: The game time should be evenly distributed amongst all players. A team may make unlimited substitutions at intervals or at any time during play.

Players must experience all positions over the course of the program/season and cannot play more than 2 quarters in the same position during the match.

The procedure for making a substitution during play is:

- Before entering the court, the substitute shall tag the player leaving the court.
- Both the substitute and the player leaving the court shall not interfere with the play during the substitution process.
- Both the substitute and the player leaving the court shall observe the Offside rule when leaving or entering the court.

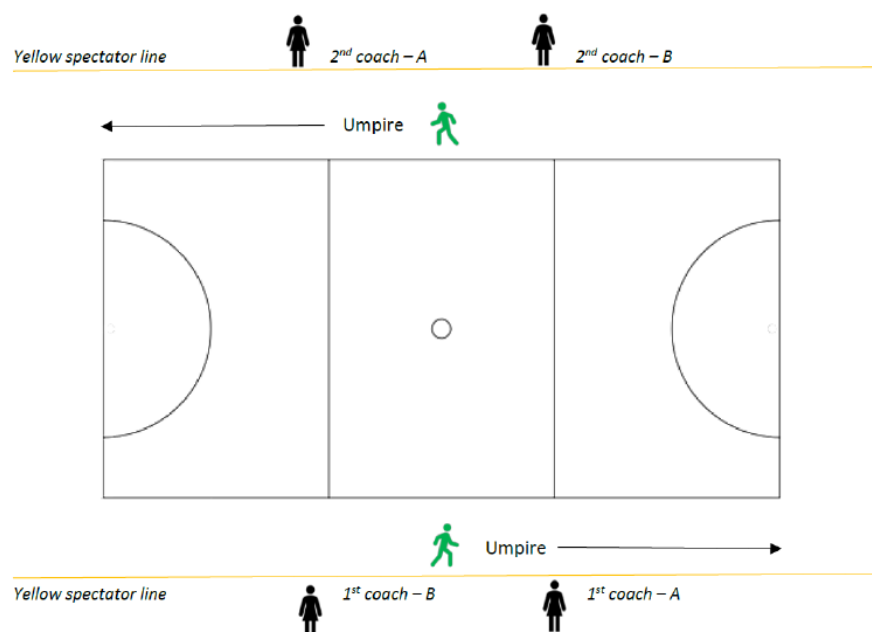
Scoring: Scores may be kept but no ladder produced. No finals matches should be played. Each participant in the competition should be given a memento of participation e.g. a medal.

Uniforms: Players may wear long sleeve tops and plain leggings either black or white under the Club Uniform.

Coaches: During a NSG Year 2 and 3 game, coaching is permitted by the coach **ONLY**.

Coaches must remain stationary on their selected sideline and are **NOT** permitted to enter the court during play. Should an injury occur it is preferable that the manager removes the player immediately from the court.

A second coach is able to coach from a fixed position on the opposite corner of the court as per the diagram below.



3.2 NetSetGO GO Rules

Goal post: Year 4 - 2.4m (8ft) in height
Year 5 - 3.05m (10ft) in height

Ball: Year 4 - Size 4 ball
Year 5 - Size 5 ball

Match duration: 4 x 10min quarters with three (3) minute interval at quarters and a five (5) minute interval at half time. Normal injury time applies (up to 30 seconds per incident to leave the court).

Time to pass the ball: Four seconds

Centre Pass: The centre pass will alternate as per the International netball rules.

Footwork: Shuffling on the spot to regain balance is allowed, provided they do not move down the court.

Short pass: If two players from the same team gain possession of the ball in quick succession, this is not considered a short pass and possession shall be awarded to one player.

Defending: Strict "one-on-one" defence. Players may defend a shot at goal.

Obstruction: Players should be given guidance if they are obstructing (i.e. Defending from a distance of less than 1.2m or have arms away from the body so as to limit the movement of an opponent and should not be penalised at the first instance).

Penalty Pass: A player taking the penalty pass must stand in the correct position and wait for the offending player to stand out of play before passing.

Umpires: Use simple language and explain decisions. Adopt an encouraging and pleasant manner to ensure an open free flowing game, particularly in the setting up of penalties and throw ins. Umpires to direct scorer and timer. May enter the field of play to assist with player positioning.

Substitutions: The game time should be evenly distributed amongst all players. A team may make unlimited substitutions at intervals or at any time during play.

Players must experience all positions over the course of the program/season and cannot play more than 2 quarters in the same position during the match.

The procedure for making a substitution during play is:

- Before entering the court, the substitute shall tag the player leaving the court.
- Both the substitute and the player leaving the court shall not interfere with the play during the substitution process.
- Both the substitute and the player leaving the court shall observe the Offside rule when leaving or entering the court.

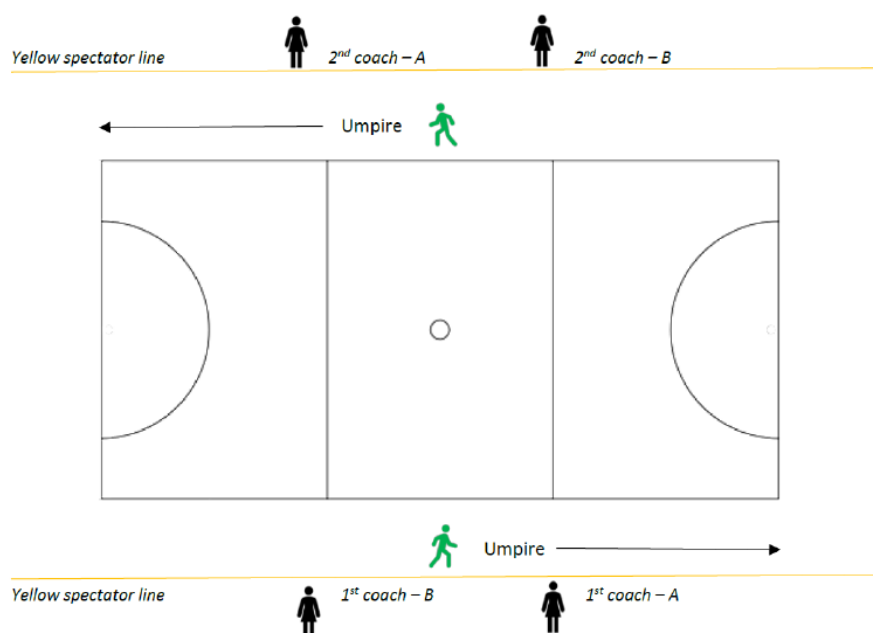
Scoring: Scores may be kept but no ladder produced. No finals matches should be played. Each participant in the competition should be given a memento of participation e.g. a medal.

Uniform: Players may wear long sleeve tops and plain leggings either black or white under the club uniform.

Coaches: During a NSG Year 4 and 5 game, coaching is permitted by the coach **ONLY**.

Coaches must remain stationary on their selected sideline and are **NOT** permitted to enter the court during play. Should an injury occur it is preferable that the manager removes the player immediately from the court.

A second coach is able to coach from a fixed position on the opposite corner of the court as per the diagram shown below.



4.0 Coaching and Development

4.1 Coaching Accreditation

ALL coaches of players under 13 who wish to coach at WDNA **MUST** produce evidence of **either** a current Netball Australia coach accreditation or evidence of attendance at the WDNA Beginners Coaching Course prior to the commencement of the winter season. Coaches who are unable to provide this must complete the WDNA Beginner Coaching Course appropriate to the age level they are coaching. This course is provided at a cost of \$20.00. Further information will be provided by the ADO prior to the season commencing. Failure to comply with this requirement means the coach may not coach at WDNA until these requirements are met.

5.0 Umpiring

5.1 Injury Procedure

In the majority of injury scenarios, the standard time out injury rules apply as per the Injury Time section below. In more serious cases, such as situations where the injured player:

- Cannot weight bear;
- Clearly has a broken bone;
- Is unable to move the injured body part (particularly if a lower limb is injured);
- Is unconscious; and
- If a head or spinal injury is suspected.

Teams **must** send a person immediately to notify the first aid personnel who will then attend the court and make an assessment. If a major injury has occurred, it is the discretion of the first aid personnel as to whether the injured player is moved or not. In this scenario, WDNA officials will provide or advise teams of an alternative.

Players and officials should not move the injured player off the court unless directed by first aid personnel.

Injury Time

In the event of an injury, each team has up to 30 seconds to leave the court (**Rule 9.3.1, Official Rules of Netball**).

Either team may change the positions of all the players immediately when a player retires through injury or illness – they do not need to wait until the end of the quarter. The injured player may return to the game at a later stage during a stoppage.

Once an injured player's bib has been removed, the injury time is deemed to be over and players must retake the court for the game to recommence.

Coaching during injury time is allowed provided the coach does not enter the court.

No player may leave the court during injury time, with the exception of the injured player to receive treatment. No person may enter the court during injury time, with the exception of the primary care person. This person may not coach any players during this time (**Rule 9.3.1 (iii) and (v) Official Rules of Netball**).

5.2 Umpiring Procedure

Teams are required to accept the WDNA Umpire Academy, Squad and Green Shirt umpires as and when advised by the AUDO.

All teams must supply their own competent umpire unless an umpire has been allocated by the AUDO. (Penalty #15)

All umpires who wish to umpire at WDNA MUST hold a current affiliation with WDNA, as depicted through their MyNetball number, and completed and passed (70%) the Rules of Netball Theory Examination. Official affiliation and the examination is available at a cost of \$10.48.

Failure to comply will result in an inability to umpire at WDNA.

The suitability of an umpire for the level of play may be decided by the AUDO or their representative. Should an umpire be deemed unsuitable, the AUDO or their representative will provide the umpire and club written recommendations for further development. (Penalty #15)

Umpires are to instruct the scorer and time keeper of their duties. It is the responsibility of the umpires to ensure that nails are cut short, and that the WDNA jewellery policy is adhered to prior to taking the court.

The umpires have control of the game, and their decision is final. The captain of the team (or coach and captain of Net Set Go SET, 11 & under and 12 & under) have the right to clarify rules, and this can only be done at intervals.

The umpires must strictly adhere to the rules set down by Netball Australia and WDNA.

Umpires are not permitted to coach a team whilst umpiring or during intervals.

No interchange of umpires is permitted during a game except in the case of injury or illness, or if an umpire is deemed unsuitable and a replacement is provided. (Penalty #15)

In the event of a team failing to supply an umpire and the umpire's office being unable to supply a replacement umpire, then that team must either find a suitable umpire within five (5) minutes or a player from that team will be required to umpire. (Penalty #15)

If an umpire stands a player off the court for a specified time, the player sent from the court must stand beside the scorer and timekeeper. No positions may be changed by the team, unless the penalised player is the Centre player which results in an on-court player moving into Centre and moving back again when the suspended player comes back to the court.

If a player is suspended by an umpire, the suspension is applicable to all games at that timeslot. Interference or abuse of umpires by players, spectators or team officials will **NOT** be tolerated. (Penalty #5).

Uniform

All umpires must wear a white shirt with white, black or navy shorts, skirt or pants with suitable footwear. Jackets or raincoats must be white or clear. No jeans, thongs or heeled shoes are permitted. An umpire may not officiate in their playing uniform. Inappropriate umpire attire will result in a penalty and will be allocated to the club they are umpiring for. (Penalty #18)

5.3 Umpire Development/Badging

Clubs who wish to put forward umpires for screening and testing will be required to pay an upfront fee to WDNA which covers the cost of the badge and the screening plus administration paperwork. Club umpires must be fully affiliated. Clubs may be required to find umpire cover for their club umpire whilst screening/badging is being carried out. This is the responsibility of the club, not WDNA.

Umpires from any other associations that require coaching/screening for badging will be charged a fee of \$150. These fees are set by the WDNA Board. Umpires who are not affiliated with WDNA also pay the WDNA affiliation fees prior to being coached and must already be affiliated to Netball WA in order to be tested. Priority of coaching/screening shall be given to WDNA Development umpires.

6.0 Policies

6.1 Alcohol and Illegal Substances

No Alcohol is permitted within the WDNA Netball Complex, with the exception of the clubrooms when an Occasional Liquor License has been obtained.

No person may participate in any activity or act in any official capacity with any team or club affiliated with WDNA or in any competition conducted at the WDNA courts whilst under the influence of alcohol or any mind-altering substance, whether it be a legal or illegal substance.

On suspicion or allegation, the Club contact will be asked to attend a meeting with the President to discuss.

Refer to: netball.com.au/national-policies

Smoking is NOT permitted within the grounds of the WDNA Netball Complex.

6.2 Apprehended Violence Orders (AVOs) or any Other as determined by a Court

Clubs need to be aware if such an order exists, it is the responsibility of the concerned parties to remove themselves from any situations that may arise. WDNA holds no responsibility for any breaches. Those involved are required to contact the appropriate authorities when applicable.

6.3 Blood Policy

Injury/Illness or Blood (rule 9.3.1 Official Rules of Netball)

The umpires hold time for blood when noticed or for injury/illness when requested by ANY player (in extreme circumstances the umpires may hold time without a request being made) and the player concerned must leave the court within 30 seconds and receive treatment off court.

Only primary care person/s are permitted on the court to assess the player's ability to be removed from the court and to assist the player from the court.

In the event that the primary care person/s advise the umpires that the player concerned cannot be removed safely within 30 seconds, the umpires will extend the time for the player to leave the court. The umpires may authorise other persons (including team officials) to assist the player to leave the

court if needed.

Any blood on the ball or the court must be cleaned before play restarts and any bloodstained clothing replaced.

During the stoppage both teams may make substitutions and/or team changes, provided these are completed within the time allowed for the stoppage by the umpires.

If no substitution is made for the injured/ill player, or for a player who is bleeding, play may resume with the position left vacant. If the player is the Centre and no substitution is made, one player must move to play as Centre to allow the match to continue.

If the position is left vacant, the player concerned, or a substitute may subsequently, after advising the umpire, take the court immediately after one of the following occurs:

- A goal has been scored (in this case the player or the substitute must play in the position left vacant).
Sanction: Free pass where ball was when play stopped – the player is sent from the court until the correct time for entry.
- A stoppage for injury/illness or blood, or
- An interval.

6.4 Concussion Policy

This policy is designed to use the world's best practice to ensure optimum player safety regarding the management and prevention of head injuries. It is specifically tailored to volunteer based teams in WDNA without specialised medical staff.

Its intention is to provide a streamlined process to help clubs provide a safe playing environment and take the pressure off non-medical personnel to make decisions regarding safety to play.

Its priority is NOT to act as an enforcement or punishment tool.

Any player suspected of having suffered a head injury/concussion or is knocked unconscious shall:

- Be assessed by a Primary Caregiver using the 1st Responder assessment tool, preferably within 10 minutes of the incident.
- Use of the 1st Responder requires NO medical training. 1ST Responder is available as an app via App Store apple.co/2bw3yEz or Google Play Store bit.ly/2bLeQoH

Any player who FAILS the 1st Responder assessment MUST report immediately to the WDNA First Aid Office and;

- 1.) NOT be returned to the field of play.
- 2.) Have their names notified to the WDNA office, who will record the player's name in the day book. A player whose name is submitted to the WDNA office as having FAILED the 1st Responder will NOT be permitted to play at WDNA until the WDNA receives a Medical Certificate clearing her/him to play.

A player who suffers a concussion should on the day of the game:

- 1.) NOT consume alcohol and keep well hydrated.
- 2.) NOT drive a motor vehicle.
- 3.) NOT be left alone, and be woken every 2-3 hours during the night to ensure they are well.
- 4.) Seek IMMEDIATE medical attention if they:
 - A.) Are unconscious for more than 5 minutes
 - B.) Develop visual disturbance
 - C.) Are confused
 - D.) Develop nausea/vomiting
 - E.) Have a headache and are not responding to paracetamol or ibuprofen

6.5 Cyber Safety Policy

This policy is available on the WDNA website wdna.net.au/home/forms/downloads

6.6 Health Policy

As per the Netball WA policy, which is available to view from the WDNA Match office.

<http://wa.netball.com.au/wp-content/uploads/sites/6/2013/09/Netball-WA-Health-Guidelines-for-2014-4.pdf>

6.7 Inclusion Policy

The Board will give special consideration to any player who may be culturally, linguistically or physically challenged and may make allowances to any Policy or Procedure as deemed necessary.

netball.com.au/national-policies

6.8 Infectious Disease Policy

As per the Netball WA policy, which is available to view from the WDNA Match office.

<http://sma.org.au/wp-content/uploads/2009/05/infdisease.pdf>

6.9 Pregnancy Policy

Refer to Netball WA – netball.com.au/wp-content/uploads/2015/05/SD-Pregnancy-Policy.pdf

6.10 Social Media Policy

Board and Committee Members

Any personal social media communication on matters that relate to NWA should include a disclaimer that the content is their personal view and not the official view of WDNA. Board and Committee members will not disclose any confidential or proprietary information pertaining to WDNA.

Prohibited communications include; postings that may be considered discriminatory, bullying, defamatory, derogatory or of a harassing nature, spam or junk type postings, profanity or pornography.

If any member becomes aware of any negative comment made about the WDNA or any affiliated

club, its brand, products and services on any social media they will not respond directly but inform the WDNA President as soon as possible.

Affiliated Clubs

We expect our members to conduct themselves appropriately when using electronic communication to share information with other members or post material on public websites connected to WDNA. Any social media post:

- Must not offend, intimidate, humiliate or bully another WDNA club or member;
- Must not be misleading, false or injure the reputation of another club or member;
- Should respect and maintain the privacy of members;
- Must not bring the Association or the game of netball into disrepute.

Breaches of this policy can be reported to the WDNA President or Association Manager. Confidentiality will be maintained at all times. WDNA members may face disciplinary action for sending inappropriate electronic communication or posting online content or comments that harass, offend, intimidate or humiliate another member, as outlined in our member protection policy and Codes of Conduct. (Penalty #23)

Under certain circumstances, cyber bullying (e.g. bullying that is carried out through an internet service such as email, a chat room, discussion group, instant messaging or website) is a criminal offence that can be reported to the police.

In addition, members who publish false or misleading comments about another person in the public domain (e.g. Facebook, YouTube or Twitter) may be liable for defamation.

6.11 Racial and Religious Tolerance Policy

Any proven charges at an WDNA Association Tribunal will automatically lead to a minimum two (2) match suspension for the offender. In deciding the final penalty, consideration will be given to the seriousness of the act, the impact on the victim, the impact on the club or association and the prior good history or otherwise of the offender. Offenders found to have participated in these types of offences for a second or subsequent time and where a suspension has been previously imposed will face deregistration.

Any alleged offender presented before the tribunal for the first or subsequent time of an offence included in this policy must be aware that the penalties available to the Tribunal members will cover the complete range including deregistration.

In the case of a non-playing club member or spectator being proved to have engaged in harassment or bullying, the club employing, engaging or otherwise associated with the offender at the time of the conduct shall be deemed to be vicariously liable for the conduct of the offender and shall pay to WDNA a penalty to be determined by the Board.

6.12 Working with Children Check

If and where applicable it is the responsibility of your school/club to ensure your volunteers have a working with children check. Applications are available from a Post Office or go to www.check.wwc.wa.gov.au.

7.0 Fines

	Reason for Fine / Penalty	Fine	Penalty
1	Failure to hand in a score-card or Umpire of the year voting slip	\$50 and /or no Presidents Cup votes awarded for that game	Fine
2	Failure to complete a score-card correctly.	\$5	Fine
3	Failure to provide a volunteer.	\$250 per volunteer	Fine
4	Failure to attend compulsory meetings.	\$50 per person	Fine
5	Offensive, disrespectful, abusive language and/or behaviour to another player, umpire and/or WDNA official.	\$200	Fine and/or 1-3 weeks' suspension.
6	Physically harming or attacking another player, umpire, official or spectator.	\$350	Fine and/or 1-6 weeks' suspension or termination of membership of the association where applicable.
7	Unruly behaviour by a club official, player or spectator associated with that club.	\$200	Fine and/or 1-6 weeks' suspension or termination of membership of the association where applicable.
8	Any person proven to have provided false information.	Up to \$250	Penalty at the discretion of the Board.
9	Intentionally playing players under other registered names.	\$250 per player	Fine and Forfeiture of the match.
10	Playing an ineligible player.	\$100 per player	Fine and Forfeiture of the match.
11	Playing an ineligible player during a Finals match.	\$250 per player	Fine and Forfeiture of the match. No further part in Finals series. Penalty at the discretion of the Board.
12	Playing a player out of uniform without a permit.	\$20	Fine
13	Forfeiting a match without giving the office the required notice, including once the game has commenced.	\$100	Fine and loss of 2 points. Forfeiture of the match.
14	Forfeiting a Finals match.	\$250	Fine and No further part in Finals series.
15	Failure to supply a suitable umpire, scorer or timer for the duration of the match.	\$50	Fine and Forfeiture of the match.
16	Failure to provide an umpire for finals.	\$250 per umpire	Fine
17	Violation of WDNA ethics and poaching clause.	Up to \$250 per player approached. Club charged up to \$250	Suspension at the discretion of the Board.
18	Inappropriate uniform.	\$50 per player	Fine
19	Failure to return forms or supply information as requested by the Association.	\$50	Fine and further penalty at the discretion of the Board
20	Failure to attend a match during grading	\$250	Fine
21	Failure to rotate players where deemed appropriate	\$20	Fine
22	Team Withdrawal	\$250 -\$500	At the discretion of the Board
23	Contraventions of or other actions regarding the Social Media Policy	Up to \$500	Penalty at the discretion of the Board which could result in termination of membership.