

## NAMBUCCA VALLEY NETBALL ASSOCIATION INC

### *Representative Policy and Procedures*

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#### PLAYERS / TEAMS

- 1 Representative teams may consist of nine to 12 players.
- 2 Candidates for selection shall be registered members of Netball NSW and shall submit player details as directed by the Nambucca Valley Netball Association (NVNA).
- 3 Players shall complete and return acceptance and permission forms as issued by the Association by the due date.
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  - i Abide by rulings, including responsibilities, training, competition, dress code, travel and accommodation arrangements, as directed by the Association.
  - ii Any changes to travel or accommodation arrangements, shall be made in consultation with the Representative Secretary.
- 5 Players may be subject to replacement for:-
  - i Failing to attend three (3) training sessions without due cause or notification;
  - ii Failing to comply with rulings and decisions of the Association;
  - iii Failing to fulfill representative responsibilities without due cause or notification;
  - iv Any player who contravenes the Association's Code of Conduct may, on the application of the appropriate Coach to the Executive or at the discretion of the Executive, be dismissed from representative commitments. Any player so dismissed retains the right of appeal but must do so in writing, within 48 hours of receipt of the written notification of dismissal. Any player who is dismissed from representative commitments will be ineligible for re-selection for the current year and it will be at the discretion of the Executive Committee for the following calendar year's teams.
  - v Failing to make representative payments (if not prearranged with Rep Secretary and Treasurer)
  - vi Being unfit to train or play due to injury or illness, (in consultation with health professionals, coaches and the committee).
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  - i All representative players must attempt to assist in coaching and/or umpiring and/or fundraising activities, on a regular basis and attend all coaching and umpiring clinics held by the Association as directed by the Rep Secretary;
  - ii Representative players in 13s and up are required to sit the Rules of Netball Theory exam every four years. Certificates are to be emailed to the Umpires Convenor.

- 7 NVNA Representative Players shall:-
- i Attend such training, games and carnivals as agreed to by the Representative Secretary and subject to ratification by the Association. The finishing of summer sports will be accepted for non-attendance at games/training/carnivals until Easter.
  - ii The following is the representative structure level:-
    - *Australian representative will take precedence over State;*
    - *NSW representation will take precedence over Zone and Regional;*
    - *North Coast Academy of Sport will take precedence over District;*
    - *Nambucca Valley Netball Association will take precedence over local school and local sport;*
    - *North Coast Academy and NSW State Netball representation will take precedence over NVNA representation;*
    - *School Regional Netball representation will take precedence over NVNA representation.*
  - iii Non-attendance at games/training/carnivals for State representation in another sport or academic role, is negotiable with the Executive and subject to ratification by the Association.
  - iv Nambucca Valley State Representative Netball commitments to games/training/carnivals will take precedence over club, school and local activities for the three (3) months prior to State and State Age Championships.
- 8 Players are requested to make the Friday before the Championships a school free/work free day for travel.
- 9 Selected representative players MUST play for an NVNA Saturday team unless extenuating circumstances prevent them from doing so and is ratified by the NVNA Executive. Requests for exemption must be placed in writing addressed to the NVNA committee.
- 10 NVNA Representative Players and / or their parents agree to pay their representative fees on time
- i Families or players should choose a payment plan (one payment, weekly or monthly) and make all payments by their due date.
  - ii If a payment will be late, families should notify the NVNA Rep Secretary prior to the due date, indicating when the payment will be made. If a player is one month behind on payments without explanation, they will receive a phone call from a member of the NVNA Executive requesting payment is made within 7 days. If the payment is still not made and no alternative payment schedule has been negotiated the NVNA Executive will review the player's position in the squad.
  - iii Replacement players bought in after the start of the representative season to fill a squad vacancy or cover for injury will be expected to pay the full amount of rep fees for that year. However, they may negotiate a different timeframe or payment schedule with the treasurer and Rep Secretary to account for their late start.
  - iv Players withdrawn from a representative squad due to injury will receive a refund of payments made excluding the non-refundable deposit if not attending State.

## **COACH / ASSISTANT COACH**

- 11 Must be registered with the Nambucca Valley Netball Association.
- 12 Any applicant for head coach positions must have at minimum a Development Level Coaching qualification. Applicants for assistant coach must have a minimum of Foundation Level Coaching qualification.
- 13 Must abide by Netball NSW's "Coach Code of Behaviour"
- 14 Must complete a *Working with Children Check* and forward their number and date of birth to the NVNA Secretary.
- 15 Any Coach/Assistant Coach who contravenes the Association's Code of Conduct may, at the discretion of the Executive Committee, be dismissed from representative commitments. Any person so dismissed retains the right of appeal but must do so in writing to the Executive, within 48 hours of receipt of the written notification of dismissal.
- 16 A Coach/Assistant Coach cannot hold a position of Representative Manager within the same representative season.
- 17 Assistant Coaches must be a minimum age of 17 years and coaches must be at least 18 years of age upon appointment of their position.
- 18 Organize such training programs and meetings as deemed necessary.
- 19 Report to the Executive Committee, any player not abiding by the rulings of the Association and/or the Code of Conduct. The parents and the Association to be advised concurrently (in the case of junior players).
- 20 Coaches delegate duties to Assistant Coach and Manager.
- 21 Accompany team to scheduled fixtures as arranged. Any coach unavailable for any time during the representative season must find a competent replacement.
- 22 Be responsible for the care of the Association's property issued to the team and return same in condition handed over allowing for reasonable wear and tear.
- 23 Make sure all players are informed of any courses deemed necessary by the Coaches Convenor or Officials.
- 24 Ensure team attends all events arranged or organized by the Association.
- 25 Notify the Representative Secretary and Umpires Convenor of any additional carnivals the team plans to attend well in advance.
- 26 In the event of any conflict within the team, a meeting will be called by the Executive with all Coaches/Assistant Coaches and Managers of the respective Representative Team.
- 27 All coaches are to make an individual player profile for each of their team members to be sent to the Coaching Convenor within 14 days of State Age.

## **REPRESENTATIVE MANAGER**

- 28 Any Ordinary Member of the Association may nominate or be nominated. To be nominated in the same manner as Coach and Assistant Coach. Only one manager per team will be appointed by the NVNA executive.
- 29 Must abide by Netball NSW's "Spectator Code of Behaviour" and "Bench Officials Code of Behaviour"
- 30 Must complete a *Working with Children Check* and forward their number and date of birth to the NVNA Secretary.
- 31 Any Representative Manager who contravenes the Association's Code of Conduct may at the discretion of the Executive Committee be dismissed from representative commitments. Any person so dismissed retains the right of appeal but must do so in writing to the Executive, within 48 hours of receipt of the written notification of dismissal.
- 32 Be responsible for the care and welfare of their team.
- 33 Be a Representative Manager of one representative team only within the representative season.
- 34 A Representative Manager cannot hold a position of Coach/Assistant Coach within the same representative season.
- 35 All Representative Managers must be over the age of 18 years.
- 36 Be responsible for the care of the Association's property/uniforms/patches issued to the team and return same in condition handed over allowing for reasonable wear and tear.
- 37 Assist the Coach and Assistant coach with their duties as requested as well as duties appointed by the Rep Secretary.
- 38 Be responsible for ensuring relevant monies are paid to NVNA by the due date.
- 39 Be responsible for scorecards and other paperwork at all carnivals and at State and State Age Championships.
- 40 In the event of any conflict within the team, a meeting will be called by the Executive with all Coaches/Assistant Coaches and Managers of the respective Representative Team.

## **REPRESENTATIVE SECRETARY**

- 41 Representative Secretary should arrange a survey to be completed by the parents and/or players at the end of the representative season.

## **DISBANDING TEAMS**

- 42 Representative Teams are to be disbanded after State Championships, Regional State League, unless specially called upon.

## **FORFEITS**

- 43 It is expected that the Representative Coach or team with insufficient players for a representative fixture notify the NVNA Representative Secretary in writing of their intention to forfeit.

A decision will be made by the NVNA Executive. It is possible that a fine may be imposed on the team forfeiting.

