

# **LOWER CLARENCE NETBALL ASSOCIATION INC.**



## **REPRESENTATIVE POLICY**

LOWER CLARENCE NETBALL ASSOCIATION  
Representative Policy

**1. Application of this Policy**

- 1.1 This policy refers to the selection of Lower Clarence Netball Association Representative Squads and Teams, including but not limited to:
- a. Netball NSW State Titles Teams
  - b. Regional League Teams
  - c. Development Teams
- 1.2 The purpose of this document is to clearly outline the policy, operations process and procedure that applied to the selection of team officials and athletes to participate in a specific event.
- 1.3 Consistent and conscious applications of the policy, operation process and procedures outlined in the documents will help ensure the following:
- a. Consistency across all levels of selection
  - b. Transparency for all who are involved in the selection processes.
  - c. Clear communication and understanding
  - d. Effective planning and execution with all aspects of selection
  - e. Flexibility to respond to selection situations in a fair manner.
  - f. Facilitation of analysis and review of the selection process to ensure quality, consistency and stability between the selection events that are undertaken by Lower Clarence Netball Association in any given season.

**2. Representative Player Selection Panel**

- 2.1 Lower Clarence Netball Association Executive will accept nominations from people with appropriate expertise as outlined annually to form the Representative Player Selection Panel and advise all Lower Clarence Netball Association members of the successful applicants.
- 2.2 The Representative Player Selection Panel will be:
- a. The current Lower Clarence Netball Association Coaching Convenor, who shall convene the panel.
  - b. A suitable member of Lower Clarence Netball Association Executive, as deemed by the executive with relevant experience, as outlined in clause 2.4.
  - c. Three (3) Independent Members with relevant experience, as outlined in clause 2.4 or at the discretion of the Executive Committee.
  - d. The team coach may be consulted during the selection period.

If any member of the Representative Player Selection Panel has a daughter trying out the selector will step down and not take part in that team's selection.

- 2.3 Lower Clarence Netball Association will annually call for nominations for the Representative Player Selection Panel independent members. However, if inappropriate nominations are received, Lower Clarence Netball Association Executive reserve the right to invite alternate independent members to form the panel.
- 2.4 Independent members will meet the following criteria:
- a. A registered member of Netball NSW

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- b. Not intend to nominate for a Team Coach or Selector position in that relevant representative period.
  - c. Experience in coaching including and not limited to Team, Club, Association Representative teams or higher.
  - d. Experience in selection, including and not limited to Team, Club, Association Representative team or higher.
  - e. Exposure and understanding of high-performance pathways.
- 2.5 The Representative Convenor or a delegate of the Executive Committee will oversee the selection process i.e. arrange, organise and chair meetings, facilitate discussions and decision making, whilst ensuring the Selection Policy is adhered to.
- 2.6 All final selections will be made based on the decision of the majority of the Representative Player Selection Panel.
- 2.7 The decision of the Representative Player Selection Panel shall be final.

**3. Confidentiality Requirements**

- 3.1 The principle of confidentiality by all persons involved in the selection process is paramount. All members of the relevant Representative Player Selection Panel will be required to sign a Lower Clarence Netball Association Confidentiality Agreement and Code of Behaviour.
- 3.2 Selectors, Coaches and any other person providing input will not discuss selection matters outside official selection meetings, without the express permission of the Representative Convenor.
- 3.3 Contravention of the Confidentiality Agreement will lead to removal from the relevant Panel.
- 3.4 The Representative Player Selection Panel members will be required to declare any conflict of interest in relation to the athlete selection process they have been assigned to. A register of conflicts will be managed by Representative Convenor. This conflict register will be available to review by Lower Clarence Netball Association Executive.

**4. Team Officials**

- 4.1 Team Officials for Representative Teams will consist of the following:
- a. Team Coach - 1 per team
  - b. Assistant Coach - 1 per team, where applicable.
  - c. Team Manager – 1 per team
  - d. Where a team doesn't select an Assistant coach then the team will take a parent helper to assist at State Titles.
- 4.2 The Representative Coach Selection Committee will appoint all officials for the Representative Squads and Teams.

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- 4.3 Lower Clarence Netball Association will advertise the roles for all Team Officials on Lower Clarence Netball Association website and Facebook.
- 4.4 Applications must be completed on the form provided and address the selection criteria of the relevant position as identified in the position description and submitted to the Representative Convenor prior to the closing date. Late applications may be accepted at the discretion of the Representative Convenor in consultation with the Lower Clarence Netball Association Executive if a position has not been filled.
- 4.5 Applications will be reviewed by the Lower Clarence Netball Association Executive. Applicants may be required to attend an interview with the Lower Clarence Netball Association Executive and references will be checked.
- 4.6 To be considered for Team Official position candidates must at a minimum:
- a. Be a registered member of Netball NSW who are over the age of 18 years.
  - b. Hold a Current Working with Child Check. Only cleared applicants will be considered for a position.
  - c. Hold a current First Aid Certificate or willing to obtain.
  - d. Team Coach must have obtained their Development Accreditation as a minimum.
  - e. Assistant Coach must have obtained their Foundation Accreditation and be working towards Development Accreditation.
- 4.7 Representative Team officials will be selected annually. The appointment term is for the respective Representative Season.
- 4.8 Trainee Coaches may be appointed at the discretion of the Lower Clarence Netball Association Executive as individuals are identified. Trainee Coaches do not need to be over the age of 18 years but must hold at least a Foundation Coaching Accreditation. A Trainee Coach does not travel with the representative team. However, on request from the Trainee Coach to the Executive Committee they may assess if it's deemed necessary for the Trainee Coach to travel with the representative team. This will be at the cost of the Trainee Coach if approved.
- 4.9 Specialist Coaches may be appointed at the discretion of the Lower Clarence Netball Association Executive as individuals are identified.
- 4.10 There is no maximum number of years a Team Coach can remain with the same team. However strong consideration will be given to the benefits of exposing players to a variety of Coaching styles and techniques when appointing Team Coaches
- 4.11 The Lower Clarence Netball Association Executive reserves the right to re-advertise or withdraw any position for which a suitably qualified application has not been received.
- 4.12 All applicants will be advised of the outcome of the selection process in writing by the Representative Convenor. Appointments once confirmed will be published on Lower Clarence Netball Association website and Facebook.
- 4.13 Unsuccessful applicants may request feedback on their application by applying in writing to the Representative Convenor within 5 days of being notified of the result of their application.

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- 4.14 The Representative Coach Selection Committee are under no obligation to provide reasons for its selection decisions. No appeals will be taken into consideration.
- 4.15 There may be the need to take a vehicle down to the State Titles – this will be determined each season and is subject to change. LCNA Rep will pay costs for petrol at a rate to be determined before travel is taken. There may also be the option to ask another parent to stay with the team and LCNA will cover accommodation costs if required.

**5. Athlete Eligibility**

- 5.1 To be eligible for selection, athletes must:
- a. Return a Representative Athlete Nomination form to the Representative Convenor before they take the court for the first week of trials.
  - b. Attend representative selection trials on the date/s specified by Lower Clarence Netball Association. Any athlete unable to attend selection trials may apply in writing to the Representative Convenor for consideration, providing reason for non-attendance, netball experience, achievements and references prior to selection trials.
  - c. Be a registered member of Lower Clarence Netball Association in the year of representative competition and ensure that they have paid their previous season representative fees.
  - d. Play with an affiliated club or team in the Lower Clarence Netball Association Winter Competition in the year of representative competition
  - e. Meet eligibility criteria as defined in the relevant Netball NSW Competition Rules
- 5.2 All athletes standing for selection will be allocated a number which the Representative Player Selection Panel will association with this player for the duration of the selection period.
- 5.3 The Representative Player Selection Panel will ensure each athlete trials in their two preferred positions as indicated on the nomination form. An athlete may be asked to trial outside their two preferred positions, this may include but it is not limited to:
- a. Filling positional imbalances
  - b. Where the selection Panel request.

**6. Athlete Selection Criteria**

- 6.1 The selection process for squads and teams will consist of assessment of the following:
- a. Playing Competencies:
    - i. Sound technical skill base.
    - ii. Tactical understanding and ability to read play,
    - iii. Consistency and accuracy of decision making under pressure.

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- iv. Achieved and maintained the fitness required for this level of competition.
  - v. Can sustain intensity and consistency of performance throughout the game.
  - vi. Shows the potential skills and capabilities to represent Lower Clarence Netball Association
- b. Personal Attributes:
- i. Self-responsibility - driven to be the best and committed to own development.
  - ii. Resilience - mental toughness, bounces back from adversity, perseveres and adapts.
  - iii. Self-awareness - emotional intelligence and can manage behaviour.
  - iv. Leadership – leads by example on and off the court.
  - v. Communication – ability to communicate positively and be open to receiving feedback and also able to give feedback in a calm and mature manner.
- c. Consideration may also be given to the following factors:
- i. Coachability and potential to improve.
  - ii. Demonstrates team qualities and is a fit within the team.
  - iii. Positional versatility and balance within the team
  - iv. Current form
  - v. Whether an athlete’s performance and/or contribution has been affected by extenuating circumstances such as illness, injury, bereavement or similar which may have temporarily compromised form.
  - vi. Feedback from previous year’s team officials of returning athlete.

6.2 Notwithstanding any of the provisions in this policy, it is acknowledged that when applying the criteria and consideration set above, there will be at times extremely difficult choices to be made which requires the selection panel to exercise their discretion and judgement. Providing the selection panel has properly considered the criteria and considerations set out in this policy and have exercised their discretion and judgement in good faith, then the selection panel will have fulfilled all of its obligations under this policy.

## **7. Selection of Squads and Teams**

- 7.1 Representatives for Netball NSW Junior and Senior State Titles, Regional League and Development Teams will be selected in the year of the Competition on a date specified by Lower Clarence Netball Association Executive.
- 7.2 In the event, if it’s the opinion of the Representative Player Selection Panel insufficient athletes that met the selection criteria outlined in clause 6 of this policy, Lower Clarence Netball Association Executive Committee reserves the right to either recall selection or not select a team at all, with Council to be notified of this.
- 7.3 Representative Squads will be selected on a date specified by Lower Clarence Netball Association Executive Committee. The Representative Player Selection Panel will select a squad of up to 15 players (except under extenuating circumstances) in each age group.
- 7.4 Depending on player numbers each year, squads may not be necessary.

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- 7.5 All squad players will be required to attend all training sessions and the first two carnivals (except under extenuating circumstances). This must be approved by the Lower Clarence Netball Association Executive Committee. Each representative season the number of available carnivals may change, where possible it will be two carnivals that the squads attend, however some seasons it may be only one carnival depending on calendar dates set out by Netball NSW.
- 7.6 Training sessions will be held on Tuesday afternoons; however, provision exists for coaches to have extra training sessions if required.
- 7.7 After the second carnival is completed, 2 selectors from the Representative Player Selection Panel, who attended those two carnivals, in consultation with the Team Officials, will select a final team of up to 10 players.
- 7.8 Lower Clarence Netball Association Executive may approve at the request of the specific Representative Team Coach to allow athletes who have not been named in the team to continue to train with that team. These athletes will not be able to travel or play with the team at the remaining carnivals or Netball NSW State Titles, unless called upon.
- 7.9 If a player is unable to attend trials or carnivals before the final team selection, they must complete relevant paperwork to be considered for an exemption. This paperwork is to be completed prior to selection trials and the first carnival that players are required to attend.

**8. Athlete Replacement**

- 8.1 An athlete may be replaced for the following reasons:
- a. Injury or Illness: If an athlete becomes injured or unwell to the extent that they are unable to compete or maintain the required fitness to compete should be assessed by a doctor nominated or agreed to by Lower Clarence Netball Association, who will assess the athlete. A final decision on the withdrawal of an athlete will then be made in conjunction of the Team Coach. The Representative Player Selection Panel is to be notified of all such injuries or illness.
  - b. Breach of Discipline: An athlete may be considered for replacement due to a breach of discipline, including failure to observe any relevant Lower Clarence Netball Association Policy, Netball NSW Code of Behaviour or the Lower Clarence Netball Representative Player Agreement. The Team Coach and/or Team Manager will immediately advise the Representative Convenor of the situation. The Representative Convenor will initiate an appropriate disciplinary process in consultation with the Lower Clarence Netball Association Executive and the Team Coach.
  - c. Non-Attendance: If an athlete fails to attend compulsory team events (3 times) without adequate explanation, the coach may request the Representative Convenor review their continued inclusion in the team. The Representative Convenor will consult with the Lower Clarence Netball Association Committee.
- 8.2 If a selected athlete is unable to continue or is to be removed as a representative of any Team, a replacement athlete may be selected if required, as follows:

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- a. The Representative Convenor will be advised, and the Selection Panel consulted.
- b. Consideration will first be given to identified athletes from the selection process.
- c. Consideration will then be given to other identified athletes.
- d. The Selection Panel will then fill the position with the athlete deemed most suitable.

**9 Announcements of Teams**

- 9.1 The names of players selected in all teams will be given to the Representative Convenor.
- a. The Representative Convenor will notify those athletes who trialled of their selection or non-selection via email.
  - b. Teams will be announced via Lower Clarence Netball Association website and Facebook after Clause 9.1a. is completed
- 9.2 non-selected athletes may request feedback by submitting a request in writing to the Representative Convenor within 5 days of the relevant representative team announcement.

**10. Request for Appeal**

- 10.1 An athlete may request a review of any given selection criteria as outlined in this policy, by submitting a request for an appeal within five (5) working days of the announcement of the relevant selection decision.
- 10.2 All requests for appeals must be submitted in writing, by email to: [lowercna@gmail.com](mailto:lowercna@gmail.com)
- 10.3 The request for the appeal must state the grounds for review, or why the selection decision should be changed. It must specifically address issues regarding how the athlete was evaluated under situations that put them at a distinct disadvantage to other athletes being evaluated.
- 10.4 Appeals will be reviewed thoroughly by the Representative Player Selection Panel. The athlete will be advised of the outcome of the appeal in writing.
- 10.5 It should be remembered that in general an appeal will only be considered if the Selection Policy was not adhered to, or the athlete was not given fair and equal opportunity during the selection process.
- 10.6 An appeal will not be heard on a subjective basis i.e. an athlete's belief that they are better or more deserving than another athlete.
- 10.7 In the event, that an athlete is dissatisfied with the outcome of an appeal, they may lodge a complaint with the Member Protection Information Officer. All complaints lodged with Lower Clarence Netball Association in relation to the Selection Policy will be dealt with in accordance with the procedures of the Netball NSW Grievance and Dispute Policy.



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**11. Budgets, Expenses**

- 11.1 At the start of every Representative Season a draft budget will be put together and issued to families in the first few weeks of the Representative Season, once all costings have been finalised a final budget amount will be sent out to all families. The Budget will have a breakdown of what costs are required to be paid including but not limited to travel, accommodation, umpires (local carnival and State Titles) uniforms hire, food costs, tents, chairs, bus driver's cost and Misc. (water, ice, first aid etc)
- 11.2 Any new representative players will also need to purchase a Uniform Kit as in clause 12.
- 11.3 Payment plans are offered to all players, if any family is having difficulty, they are encouraged to speak to the Representative Convenor to look at different options so that the money can be paid.
- 11.4 All squad members will be required to pay dress hire fee and umpiring costs for the first two carnivals. Once the final teams are announced the first deposit will be required. Funds can be either paid via cash to the Rep Convenor (receipt will be given) or funds can be transferred into Lower Clarence Netball Rep Bank Account (no receipt will be given). Alternately, eftpos facilities will be available at the courts, however they will incur a transaction fee.
- 11.5 Player's payments will be checked and entered onto the Player's Balance Sheet weekly to ensure everything is up to date.
- 11.6 Players balance sheets and amounts owing are available on request. The Representative Convenor will keep this information with them at all training sessions.
- 11.7 In the event that the team doesn't attend State Titles for any circumstance, money that has been paid can be refunded to the parent's bank account, less any costs that have occurred during the Rep season thus far. This may involve (Umpiring at local carnivals etc)
- 11.8 Items that cannot be refunded include any chocolate money paid, raffle tickets sold or personalised rep equipment that has been ordered.
- Chocolate and raffle money that has been paid will have the cost (chocolate) taken off and any left-over funds will remain with Lower Clarence Netball Association and be held over until the next representative season for that player. However, if the player does not return the next year, the funds stay will Lower Clarence Netball Association.
- 11.9 Once the representative playing season is over, any left-over funds will be used first to cover the cost of the players representative dinner expenses and Team Officials gifts. Once everything has been paid for and covered, any further funds may be refunded back to families. If there is not enough money to cover the full price of the players representative dinner presentations families may be asked to cover part thereof cost.
- 11.10 Lower Clarence Netball Associations General Bank account will pay for
- a. Netball NSW State Title team entries,
  - b. Accommodation for Lower Clarence Netball Association Representative Convenor, Representative Convenor Assistant or current Lower Clarence Netball Association

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President (to go as a helper) and up to three (3) Team officials per team Coach, Manager, Assistant Coach/Parent Helper.

- c. Some misc. items including player certificates, players patches and stripes, photographs and any extra stationary required.
- d. Any playing equipment required for representative training i.e. balls, cones etc.

11.11 Lower Clarence Representative Budget Covers the following player expenses.

- a. Transport to State Titles
- b. Accommodation (players and bus driver)
- c. Meals (Breakfasts, lunch and dinner including the bus driver)
- d. Umpires (Local carnivals & State Titles)
- e. Misc. (Ice, water, First Aid, coaches' gifts)
- f. Tents and chairs
- g. Representative dress hire

## 12. Uniforms

- 12.1 All representative players will be supplied with a playing dress. A dress hire fee will be added to the players budget, if the representative dress is not returned or is damaged the player's family will be expected to pay the whole cost to replace the dress final amount will be determined by Lower Clarence Netball Association Executive.
- 12.2 A uniform kit will be purchased by all new representative players each season - this kit includes Lower Clarence Netball Association representative shirt, Lower Clarence Netball Association hoodie, Lower Clarence Netball Association representative bag, three (3) pairs of Lower Clarence Netball Association representative socks and one (1) roll of sports tape.
- 12.3 Any player wanting a new representative shirt will need to pay for the total cost of the shirt. Cost of shirt will be added to players fees.
- 12.4 Senior Players, 15s and new 17s will also need to purchase a white representative shirt.

## 13. Fundraising

- 13.1 Lower Clarence Netball Association will endeavour to assist with keeping the representative costs down for families. Any profits raised from a player selling chocolates or raffle tickets will come directly off the player's balance sheet.  
  
Any funds made from weekly BBQ's/cake stalls, movie nights, 100 clubs etc will be divided by all players in that current Representative season.
- 13.2 Lower Clarence Representative Netball Carnival BBQ and cake stall profits will be used to go towards the players travel food money.

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- 13.3 The canteen profits on the carnival day will go to the Lower Clarence Netball Association general account to assist with team official's expenses.
- 13.4 All Lower Clarence Netball Association group fundraising will be divided evenly within all teams. There is no one team doing their own external fundraising.

**14. Umpiring**

- 14.1 Players may be called upon to umpire other Representative teams' games at local carnivals. If a player umpires, that player will be paid the amount predetermined by the Representative Convenor, ratified by the Executive. Players will be paid cash on the day or if requested it can be put as a credit onto their representative fees. No player will be asked to umpire instead of playing at a representative carnival.
- 14.2 Umpires will not be asked to umpire more than two (2) games straight at any Local Representative carnival.
- 14.3 All non-playing umpires or senior representative players (15/17s) will be required to wear a white shirt when umpiring, current junior rep players will be able to umpire with a white or black Lower Clarence Netball Association representative shirt over their playing dress whilst umpiring.
- 14.4 Umpires will be given as much notice as possible of their umpiring duties for all local carnivals.
- 14.5 Lower Clarence Netball Association Umpires will be paid \$100 per day to attend State Titles. Accommodation and food expenses will be paid for.
- 14.6 If we need to source Umpires for State Titles from elsewhere, the Lower Clarence Netball Association Umpires Convenor will assist the Rep Convenor to utilise our Umpire Buddy, Netball NSW's Stack Team App or the Umpires Convenor from external associations.
- 14.7 Umpires, provided and paid for by the Association, are required to conduct all games in appropriate attire. Whilst the umpire's decisions may not always be agreeable to all participants and spectators, their decisions are final. The umpire has the power to caution and eject spectators, players and coaches and/or terminate the game if necessary. Complaints regarding umpire performance should not be directed to the umpire on the court either during or after the game but should be directed to the Umpire's Convenor.

**15. Sponsors**

- 15.1 Each representative season Lower Clarence Netball Association will actively source local businesses to become representative sponsors for the year. All sponsorship funds raised will be evenly divided to all players attending State Titles that same year, less the cost of the representative sponsor board and new players sponsorship printing on team shirt. In the event we don't take any teams to State Titles and sponsorship money has been collected the Representative Convenor will speak to businesses to see if they would like to have their funds returned or if they would like to hold their funds over for the next season.

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15.2 Lower Clarence Netball Association offers three (3) different Tiers of Sponsorship.

**Major Sponsor Cost \$300.00** sponsorship would include a business logo on the back of all new representative player's shirts. Business logo listed on our sponsors board, website, Facebook page and a sponsorship flyer attached to a weekly newsletter.

**Minor Sponsor Cost: \$150.00** sponsorship would include a business logo our website, Facebook page and a sponsorship flyer attached to a weekly newsletter.

**Raffle Sponsor Cost: donation of item.**

Sponsorship prices will be reviewed at the beginning of each season.

## 16. Sickness/Injuries

16.1 Throughout the representative season if a player is injured it is expected that the player still attends weekly training unless they are medically exempted.

16.2 If a player is injured throughout the Rep season it will be the decision of their doctor or family if the player has to withdraw from the team.

## APPENDICES

1. Position Description – Team Coach
2. Position Description – Manager
3. Position Description – Assistant Coach
4. Position Description – Player
5. Position Description – Parent/Guardian
6. Position Description – Representative Convenor

### 1. Position Description – Team Coach

#### Selection Criteria

- Current financial member of Netball NSW and Lower Clarence Netball Association
- Netball Australia Development Coaching Course Accreditation, as a minimum
- Understands and role models the values of Lower Clarence Netball Association
- Able to build trust and respect.
- Coaches will be at least 18 years of age due to the responsibilities they will be undertaking.
- Effective leadership skills can lead and delegate appropriate responsibility to the Assistant Coach, able to lead the team and team management demonstrating a high level of interpersonal and communication skills.
- Positive, confident and decisive
- Highly developed planning and organisational skills
- Can establish the team vision, values and performance culture and standards that fit within the goals.
- Demonstrated talent identification and selecting ability.
- Demonstrated commitment to their professional development as a coach.

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- Understands and complies with the relevant Lower Clarence Netball Association policies and processes.
- Ability to meet the duties, attendance and report requirements as per this policy.
- Abusive treatment of players, parents, Umpires is not acceptable.

### **Duties**

- Liaise with the Representative Player Selection Panel, to prepare the team campaign plan, including the program for player development and team preparation.
- Must sign and abide by Lower Clarence Netball Code of Conduct and Netball NSW Member Protection Policy Framework.
- Be willing and open to advice, feedback and support from the Assistant Coach to ensure the skills and attributes of the Assistant Coach are maximised.
- Liaise with the Team Manager regarding training requirements and all logistics with the Championship.
- Liaise with the Representative Convenor regarding injuries, budget queries and any discipline issues.
- Coaches must give all players at the Junior State Titles a minimum 40% of game time, excluding injury or illness, as per rules set by Netball NSW and equal court time at Carnivals except for illness or injury.
- Any team chats that are set up are to be with Parent/Guardians and not directly with players one on one. If team chats with players only are needed to be set up approval to be sort from LCNA exec and must include all players and at least 2 adults (Coach/Manager)
- LCNA Rep convenor to be added to all Rep team group chat.

### **Attendance Requirements**

- Meetings as determined by Representative Player Selection Panel
- Selection trials as per the Representative Policy
- Team induction
- All squad/team training and education sessions.
- State Titles

### **Reports**

Team Coaches will be required to submit a report within fourteen (14) days after the State Titles. Team Coaches and Managers will work together on the submission of the report. The report will include a review of the:

- Selection process
- Program
- Player and team preparation and performance
- Organisation
- Administration
- Communication

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- Individual report on each player including they're on and off court performance and potential to progress.

## **2. Position Description – Manager**

### **Selection Criteria**

- Current financial member of Netball NSW and Lower Clarence Netball Association
- Understands and role models the values of Lower Clarence Netball Association
- Able to build trust and respect.
- Positive, confident and decisive.
- Highly developed planning and organisational skills
- Can establish the team vision, values and performance culture and standards that fit within the goals.
- Demonstrated talent identification and selecting ability.
- Understands and complies with the relevant Lower Clarence Netball Association policies and processes.
- Ability to meet the duties, attendance and report requirements as per this policy.

### **Duties**

- Must sign and abide by Lower Clarence Netball Code of conduct and Netball NSW Member Protection Policy Framework.
- Liaise with the Team Coach regarding training requirements and all logistics with the State Titles.
- Liaise with the Representative Convenor regarding injuries, budget queries and any discipline issues.
- Liaise with parent/caregivers via online platforms all details with regard the team training/carnivals and State Titles.
- Be responsible for the wellbeing and behaviour of the team whilst on tour.
- Ensure all paperwork is completed and returned to the Representative Convenor.

## **3. Position Description – Assistant Coach**

### **Selection Criteria**

- Current financial member of Netball NSW and Lower Clarence Netball Association.
- Netball Australia Foundation Coaching Course Accreditation, as a minimum.
- Understands and role models the values of Lower Clarence Netball Association.
- Able to build trust and respect.
- Effective leadership skills, able to lead the team and team management demonstrating a high level of interpersonal and communication skills.
- Positive, confident and decisive.
- Highly developed planning and organisational skills.

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- Can establish the team vision, values and performance culture and standards that fit within the goals.
- Demonstrated talent identification and selecting ability.
- Demonstrated commitment to their professional development as a coach.
- Understands and complies with the relevant Lower Clarence Netball Association policies and processes.
- Ability to meet the duties, attendance and report requirements as per this policy.

#### **4. Position Description – Player**

Representative players are entitled to play at least 40% of games to be played at the Junior State Titles as per rules set by Netball NSW and entitled to equal court time at carnivals except for injury or illness. Please note this rule does not apply for Senior Titles. Each player should have easy access to the coach and coach's assistant and/or manager and Representative Convenor.

#### **Responsibilities**

- Players are expected to respect the fact that the coach and coach's assistant and/or manager are qualified and volunteers. They are there to help players gain life skills as an individual and as a team member. Players are encouraged to ask them questions about any concerns and assist them as much as possible.
- Players should attend all practices prepared and ready to play unless prevented by family emergencies or illness and should call the coach or manager when unable to attend. Prepared and ready means dressed appropriately for training and games: joggers must be worn; no jewellery; in good health; and prepared to conduct yourself as a netball player.
- Players are expected to show good sportsmanship on and off the court.
- Players will abide by the coach's decision of position selection for each game.
- Players may not use profanity.
- Players will not question umpires calls but can direct questions to the coach after the game.
- Players will introduce to the coach or manager, any person in their presence that is unfamiliar to the coach or manager and not directly involved with the team, whilst in the care of the coach or manager of the team.
- Players will sign and abide by the players Code of Conduct including the misuse of prohibited/illegal substances.
- Be a financial member of the Association.
- Volunteer back to Lower Clarence Netball Association. This could be by way of Umpiring/Coaching at our Saturday competition or helping somewhere else within the Association.
- Supply a Consent and Medical form signed by parent/caregiver.
- Assist with all fundraising activities.
- Attend any information nights set down by the association.
- Pay such expenses as set down by the association.

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- Present herself on stipulated days, time and venue as specified by the coach for training, unless prior official's leave of absence is granted.
- Be available for training from the date of selection until the State Titles.
- Not take part in any other association's games during period of obligation.
- Attend all carnivals unless prior leave of absence is granted by the Coach or Manager.
- If unable to attend a carnival due to sickness, injury or other good reason, give notice to the Coach no later than 6.00pm the day prior to departure for Carnival.
- Produce a Doctor's Certificate to the team coach or manager giving clearance to play if professional medical attention was sought for injury or sickness during the lead up to carnival.
- Rep encompasses attitude and sportsmanship as well as playing ability.

#### **5. Position Description – Parent/Caregivers**

The Association will provide parents/caregivers with a calendar of all events and training times. Parents will have open access via the Coach, Manager and Representative Convenor.

#### **Responsibilities**

- Parents/caregivers are expected to respect the fact that the coach, coach's assistant and or manager are qualified and are also volunteer. They are there to help your daughter gain life skills as an individual and as a team member. You are encouraged to ask them questions about any concerns and assist them as much as possible.
- If they have any queries regarding their decisions, these should be directed to the team coach at an appropriate time. All matters left unresolved by the coach should be directed to the Representative Convenor.
- Parents/caregivers are expected to ensure that players get to trainings and games on time and be prepared and ready to play. Parents are also expected to pick up their children on time after training and games.
- Parents/caregivers are expected to abide by the coach's decisions of position selection for each game.
- Abusive treatment of Coaches, Managers, Umpires, Players is not acceptable.
- As spectators, parents are encouraged to CHEER rather than coach from the sidelines.
- Parents/caregivers will sign and abide by the Spectator's Code of Conduct.

#### **6. Representative Convenor**

The Representative Convenor will have access to information regarding all matters associated with the participants of Representative Netball. The Association will provide the Representative Convenor with a calendar of events.

#### **Responsibilities**



LOWER CLARENCE NETBALL ASSOCIATION  
Representative Policy

- The Representative Convenor must be accessible to all coaches, coaches' assistants and/or managers, players and parents.
- Sign and abide by an Official's Code of Conduct
- Provide families with newsletters throughout the season.
- Relay communication and understanding between representative parties and the association.
- Facilitate the selection of all representative teams.
- Be responsible for the organisation and booking of travel, accommodation etc. Where possible book accommodation for the next representative season in advance and present details to Council for ratification.
- Keep a copy of all Consent and Medical Information forms for each representative player and supply copies to each team manager.
- Liaise with the Lower Clarence Netball Association Treasurer with regards all financial matters.
- Facilitate whole team photos and ensure "Netball NSW Photography Policy" is followed.
- Carry out such other duties as may be directed by Council.