



Policies & Procedures

Updated 11th June 2020

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1. The President

The President shall preside at all meetings of the Association and the Board. In the absence of the President, the Vice-President shall preside. In the absence of both the President and Vice-President, the meeting shall be postponed until one or both parties can be present.

2. Meetings – General

Procedure of Annual General Meetings shall be as set in the Constitution.

3. Meetings - Board

Procedure of Board Meetings shall be as set in the Constitution.

4. Meetings – Special Meetings

Procedure of Special Meetings shall be as set in the Constitution.

5. Life Membership

Honorary Life Membership may be conferred on any person at the Annual General Meeting. The criterion for election as a life member is that the person shall have given outstanding service to SNA. 'Service' being defined as: 'Contribution that has benefited the growth, development and betterment of the aims and standards of the membership of the Success Netball Association.' Applications for Life Membership must be received by the Board no later than 1 week prior to the AGM.

6. Abandonment – Mutual

Once a match has commenced it must be played to a conclusion. Alternatively, one team may elect to forfeit the match. (See item – 29.7) If this occurs the non-forfeiting team shall be awarded 2 points and the applicable percentage according to the score line or 20-0 whichever is greater. (If applicable to age group). Should both teams agree to end a match before the conclusion of the fourth quarter (mutual abandonment) the game shall be regarded as a draw and both teams shall be awarded 1 point. The scorecard to reflect either a forfeit or mutual abandonment.

7. Affiliation

7.1. Clubs/Schools – herein referred to as clubs:

Each club affiliating with the Association shall be required to:-

- 7.1.1. Complete the approved affiliation and registration forms and return them to the Association Manager by the date stipulated.
- 7.1.2. Pay the Affiliation Fee and annual subscription determined by the board from time to time.
- 7.1.3. Agree to abide by the Constitution, By-laws and Policies & Procedures of the Association and to ensure that their members do the same.

7.2. Individuals

Any individual not affiliated with a Club may pay an annual Affiliation Fee which will include levies to affiliate with Netball WA(NWA), and SNA.

7.3. Associate Members

Any person who is interested in promoting the Association who is not covered under the terms of affiliations described in definitions (page 3). Associate members must pay a fee each year to SNA as detailed in the fees and charges schedule

7.4. Outstanding Monies

Affiliation will not be accepted from Clubs/Players/Individuals who have outstanding monies to SNA, NWA or the City of Cockburn (COC).

8. Alcohol

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

9. Appreciation Function

An invitation may be posted out to Association Patron/s, Trophy Donors, Life Members, Convenors, Board Members and other persons as recommended by the Board for an Appreciation Function to be held prior to the Grand Final.

10. Awards (when applicable)

10.1. Association Appreciation

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 August board meeting. Award to consist of a gift voucher funded by the Association.

10.2. Club Appreciation

Awarded to a team or club who has shown extraordinary commitment and dedication to the sport of netball and 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 August board meeting.

10.3. Most Consistent Senior Umpire

Awarded to an umpire who has been voted by Open Division 1 teams to have been the most consistent throughout the season. Association Manager to be advised of recipient at conclusion of season. Award to consist of a trophy and replica, funded by the Association. A minimum of 50% of the teams in Division 1 must vote on at least 50% of the matches played otherwise this award may be decided on by the Association Umpire Development Officer (AUDO).

10.4. Most Improved Senior Umpire

Awarded to an umpire who has been judged by the AUDO to have made the biggest improvement in their umpiring ability are 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 the Association.

10.5. Senior Team

Awarded to the winning team in Open Division 1 Grand Final.

10.6. 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:

- a) Attained or aspiring to Development, Intermediate or Advanced accreditation.
- b) Coach of a SNA team at the Membership Association Championships, or any other carnival that SNA may send representative teams.
- c) Coach or Lead Coach during a SNA program.
- d) Coach, Assistant Coach or Apprentice Coach at Regional Academy or Cadets program, Western Australian Netball League, WA State Team or WAIS program.

10.7. Presidents Cup

Awarded to a player in the Open Division 1 team who has received the most votes as awarded by the umpires under a 3, 2, 1 voting system over the last 10 rounds. Association Manager to be advised of recipient at conclusion of season. Award to consist of a trophy and replica, funded by the Association. 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.

10.8. Spirit of Netball

The Spirit of Netball Award is SNA's most prestigious trophy. It is awarded to a team, club or person other than a current serving board, Competitions Committee member or paid employee, who has displayed commitment, sportsmanship and dedication towards the philosophies which have enhanced and benefited the SNA and its members. This award is only awarded if the criteria are met in the nominations received. Nomination to be called in early August and award decided at the August board meeting. Award to consist of a gift voucher and perpetual trophy funded by the Association.

11. Blood Policy

- 11.1. 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.
- 11.2. 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.

- 11.3. In the event that the e primary care person/s advise the umpires that the player concerned cannot be moved safely within the 30 seconds then the umpire will extend the time for player to leave court or can make the decision to move courts if courts are available.
- 11.4. Any blood on the court or ball must be cleaned before play restarts and any bloodstained clothing replaced.
- 11.5. 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.
- 11.6. If no substitution is made for the injured/ill player, play can resume with the position left vacant.
- 11.7. If the position is left vacant the player concerned or the substitute may subsequently, after advising the umpire, take the court immediately after one of the following occurs:
 - a) A goal has been scored (player must take vacant position on court),
 - b) A stoppage for injury/illness,
 - c) An interval.

12. Bye Games

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

13. Chewing Gum

The chewing of gum is not permitted whilst playing or umpiring the game of netball for safety reasons.

14. Club Room Hire

- 14.1. Affiliated clubs/NWA shall be charged \$25.00 inclusive of GST per hire. This entitles the club up to three hours hire. Extra hours shall be negotiated with the Executive Committee. A \$100 bond shall be charged, 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 in line with COC schedule of hire.
- 14.2. At the discretion of the Board the Association equipment may be hired at a rate to be determined by the Board.

15. Code of Conduct

- 15.1. All clubs shall ensure that every team registered at SNA completes and returns an appropriate Code of Conduct Form in the manner as requested by the Board.
- 15.2. Forms for all junior and Net Set & GO teams shall contain the names and signatures of 1 parent or guardian for each player registered in addition to the team coach and team manager (if applicable.)

- 15.3. Forms for Open teams shall contain the names and signatures of each registered player.
- 15.4. No registrations will be accepted without a completed code of conduct for each team.

16. Competition

- 16.1. The Association shall conduct winter and spring interclub competitions.
- 16.2. The competition shall consist of grades appropriate where practicable to ages.
- 16.3. The Association may conduct either winter or spring mixed competitions.

17. Complaint Handling Procedure

- 17.1. The procedure applies to the following members and individuals:
 - 17.1.1. Players, Coaches (including assistant coaches), Umpires and other officials, or Clubs who enter any SNA competition, program or event.
 - 17.1.2. Spectators who are not members of SNA. Any incident relating to them will be referred to the club that they are deemed to be associated with.
- 17.2. A report may be lodged with SNA Administration as soon as possible on the day of the match or within 48 hours of the match. The offence may have occurred before, during or after the competition, program or event but must have occurred on SNA premises. The car park does not form part of SNA premises.
- 17.3. The Board reserves the right to refuse to accept complaints that are frivolous, vexatious or otherwise deemed to be mischievous in their nature. The final decision will rest with the Director of Competitions and the President (or nominee) and Vice President (or nominee).
- 17.4. Where an Association 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 person to investigate, the alleged offence. If after the investigation it or the person appointed to investigate recommends that a report should be made, the Board or the person appointed by it 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. The mediator shall not be involved with the investigation.
 - 17.4.1. A decision shall be made by the Director of Competitions and the President (or other SNA official in their absence) within 24 hours of receipt of the complaint as to whether the complaint shall be heard by the Complaints Committee or whether the complaint shall be referred to mediation.
- 17.5. If the matter is to be dealt with by mediation, the Director of Competitions shall arrange via the Association Manager for a suitable time and place for the mediation to occur. The Director of Competitions or other Association Representative shall be the mediator. The complaint and one advocate (or parent or guardian if aged under 18) and the person or persons named in the complaint (each shall be entitled to one advocate or parent or guardian if aged under 18) shall be required to attend the mediation.

- 17.5.1. With mediation there shall be no defined penalties. The Director of Competition or Association Representative shall keep a record of the proceedings and present this to the next Board meeting for information.

If the matter is to be dealt with by the Complaints Committee the following process shall be followed:

- 17.6. The Complaints Committee shall consist of: The Director of Competitions, President plus 1 other elected member. A Board member or convenor with a previously declared interest may not participate in the committee hearing or dealing with the complaint. SNA reserves the right to request assistance from Netball WA, any other incorporated body to assist with representation if required.
- 17.7. The Association Manager shall advise all parties involved (as listed below), in writing via the Club Contact of the hearing date, time and place within 2 days of receiving the complaint:
- a) The person alleging the offence.
 - b) The person charged with the alleged offence.
 - c) The umpires involved if applicable.
 - d) And other parties if applicable.
 - e) Request confirmation from Club Contacts that arrangements are suitable.
 - f) Provide all parties with a copy of the 'incident report'.

Hearing Procedure

- 17.8. At the hearing, parties involved (ie. a, b, c and d) shall be interviewed separately.
- 17.9. At the hearing, all players, umpires or officials shall be accompanied by an (one) official of their club and players under the age of 18 may also be accompanied by a parent or guardian. No party to the hearing may be represented by a barrister or solicitor. A party may be accompanied by an advocate who is not a barrister or solicitor at the hearing.
- 17.10. If any charged person (or representative of a charged team or club) fails to attend as requested without reasonable cause, the hearing may proceed and a determination made by the Complaints Committee in the absence of the charged person, team or club, provided that the Complaints Committee are satisfied that all notification procedures have been carried out.

- 17.11. The purpose of the hearing shall be to determine whether the alleged offence has been established on the balance of probabilities (i.e. more probable than not). If the Complaints Committee is of the view that the offence has been proven a penalty may be imposed otherwise the offence shall be dismissed.
- 17.12. If the Complaints Committee considers that a charge has been established, the Committee may impose any one or more of the following penalties:
- a) Impose monetary fine;
 - b) Impose warning;
 - c) Suspend, disqualify, reprimand, ban or otherwise deal with the person;
 - d) Another such penalty as the Complaints Committee considers appropriate.
- 17.13. If the Complaints Committee is not satisfied that the particular charge has been proved, but is satisfied that a lesser charge has been established, then the Complaints Committee may find such lesser charge established and shall apply the penalty applicable to the lesser charge.
- 17.14. Where it appears to the Complaints Committee that the reporting Official has made an error in laying the wrong charge or omitted charges that should have been laid, the Complaints Committee may amend the charges and proceed to make a finding. Further, the Complaints Committee have the right to direct that a person other than the charged person be charged with an offence on the basis of evidence presented before it during the course of conducting a hearing.
- 17.15. Where charges arising from one particular incident are heard together and Complaints Committee finds the person or team guilty of 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.
- 17.16. Where the Complaints Committee imposes more than one period of suspension, it may impose them to be served concurrently or cumulatively or partly concurrently and partly cumulatively.
- 17.17. Penalties - If the defendant is found to have breached the Constitution, By-Laws or Policy and Procedure of the Association then the chairperson will state the penalty that is to be imposed. Monetary penalties must be paid within 7 days of the date issued.
- 17.18. The Complaints Committee is not obliged to provide any oral or written reasons for any decision made by it. A summary of the hearing shall be kept on file in the Association records.
- 17.19. Notification of Outcome: - The Association Manager shall notify the complainant and defendant/s club/s in writing of the outcome of the hearing and any penalties applied within 48 hours of the hearing. The Association Manager shall list the outcome report in the Board Correspondence.

17.20. Appeals (Committee to be set by the Board) - An appeal may be granted (at the discretion of the Board) against a decision made by the Complaints Committee if it can be proven that an error has been made in the handling of the Complaints process. Any applications for an appeal shall be made in writing to the Board within 7 days of the original decision and if granted shall be heard by the Appeals Committee. There shall be no further appeal granted.

18. Eligible Players

- 18.1. An eligible player is one who is registered with a club, which is affiliated with SNA.
- 18.2. To be eligible to play in a Finals match, a player must have taken the court at least five (5) qualifying matches with their club on five (5) different playing dates. Matches played on a Single Game Voucher (SGV) do not count towards the five (5) qualifying matches.
- 18.3. Playing an ineligible player during Finals match will result in a *\$50 fine* and the team concerned shall *forfeit the match* and take no further part in the Finals series (Penalty # 13).
- 18.4. If an opposing team forfeits a match on the day, the players listed on the scorecard submitted by the non-forfeiting team will still be considered to have played a qualifying match. Named players should be in attendance.
- 18.5. There is no maximum number of players in any team. However, only twelve (12) players may be named on the scorecard in any one game.
- 18.6. Players may only play for one club in any playing season. The exception to this rule is a player transferring from one club to another. See Player Transfer (41).
- 18.7. 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 Final Matches. A *\$250 fine per player* will apply PLUS *Forfeiture of the Match* and a 0/20 score recorded (Penalty #11).
- 18.8. If a team suspects the opposition is playing an ineligible player, the Team Manager or Coach should make the matter known to the match office immediately whilst the game is in progress.
- 18.9. Net Set & GO Eligibility
To be eligible to participate in the Net Set & GO Program, a player must be turning five (5) years of age by the 30 June of that playing year, or turning six (6) or seven (7) by the 31 December of that playing year. Boys and girls are both eligible for Net Set & GO as the program is designed for ages 5 – 10-year olds the older participants will be able to partake however we will encourage them to play in the competition where practicable

19. Set and Go Competition

19.1. SET Competition

- 19.1.1. Ball: Size 4
- 19.1.2. 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).
- 19.1.3. Time to pass the ball: Five seconds
- 19.1.4. 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.
- 19.1.5. Stepping: Shuffling on the spot to regain balance is allowed providing participants do not move down the court.
- 19.1.6. 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.
- 19.1.7. 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.
- 19.1.8. 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.
- 19.1.9. Breaking – A player who breaks on the centre pass should not be penalised for breaking.
- 19.1.10. Defending – Strict “one-on-one” defence. Players may NOT defend a shot at goal.
- 19.1.11. Obstruction: Players should be given guidance if they are obstructing (ie. 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.
- 19.1.12. 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.
- 19.1.13. 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.
- 19.1.14. 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 **evenly** and cannot play more than 2 quarters in the same position during the match.

- 19.1.15. 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.
- 19.1.16. Coaches: During a SET game, coaching is permitted by the coach ONLY. Coaches must remain stationary on their selected side line 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. They may not Coach from the baseline.
- 19.1.17. A second coach is able to coach from a fixed position on the opposite corner of the court, this may not be the baseline.
- 19.1.18. 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.

19.2. GO Competition

- 19.2.1. Ball: Size 4 ball
- 19.2.2. Match duration – 4 x 12min 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).
- 19.2.3. Time to pass the ball: Four seconds
- 19.2.4. Centre Pass – The centre pass will alternate as per the International netball rules.
- 19.2.5. Footwork: Shuffling on the spot to regain balance is allowed, provided they do not move down the court.
- 19.2.6. 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.
- 19.2.7. Defending – Strict “one-on-one” defence. Players may defend a shot at goal.
- 19.2.8. Obstruction: Players should be given guidance if they are obstructing (ie. 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.

- 19.2.9. 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.
- 19.2.10. Umpires: Use simple language and explain decisions.
- 19.2.11. 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. The Umpire may enter the field of play to assist with player positioning.
- 19.2.12. 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.
- 19.2.13. Players must experience all positions over the course of the program/season **evenly** and cannot play more than 2 quarters in the same position during the match.
- 19.2.14. 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.
- 19.2.15. Coaches: During a GO game, coaching is permitted by the coach ONLY.

20. Player Eligibility

- 20.1. Boys and girls are both eligible to play in the 10 & Under, 11 & Under and 12 & Under Competitions. In accordance with the Australian Junior Sport Policy there are no restrictions regarding the number of boys in a team or the positions that they may play however SNA request each team is limited to three.
- 20.2. Players may only play up to TWO calendar ages, not competition year. Permission will need to be sought from SNA for players to play up more than two age groups.
- 20.3. Any player may play up two age groups from where they are eligible to play by birth date without approval from SNA. Approval will need to be gained from SNA to play up more than two age groups.

21. Open Eligibility

- 21.1. Female players must be a minimum of fourteen (14) years as at 31st December of that playing year in order to play in the Open competition.
- 21.2. Female players turning thirteen (13) by 31st December of that playing year may not play up in the Open Competition unless a Permit to Play Up has been granted. This permit will only be granted in exceptional circumstances and only after assessment by the SNA ADO or NWA State Development Officer.

22. Ethics Clause & Member Transfers (Poaching of Players)

All clubs affiliated with SNA are required to adopt and comply with Ethical Standards and Practices when dealing with transfers of registered SNA members from one Club to another. Players / 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.

Prior to this date:

- 22.1. No club member, coach or other official may approach any player or coach from another club to discuss transferring or offer inducements to transfer,
- 22.2. Clubs are not required to grant permission to interview players/coaches during the term of the current playing season.
- 22.3. Clubs seeking to interview a player/coach must receive written authorisation from that player/coach's registered club, prior to making contact with the player/coach.
- 22.4. Approaches may be made to any player/coach after the Grand Final of the winter season when every player/coach is deemed to be a free agent.
- 22.5. No Coach or Official or Team Manager may approach or induce a third party to approach selected SNA Association Team Members or SNA Development Squad Members to discuss transferring, or to offer inducements to transfer to or from another club.
- 22.6. The penalty for a Club official or third party proven to have approached a registered player with a view to discuss transferring, or to offering inducements to transfer to or from another club shall be \$250 per player approached, PLUS suspension of their SNA membership for one (1) year from the date of the Hearing ruling. The club that the official or third party is associated with shall also incur a fine of \$250, to be paid before the next playing date.
- 22.7. The penalty for a Team Coach/Assistant Coach or Team Manager proven to have approached a registered player with a view to discuss transferring, or to offering inducements to transfer to or from another club shall be \$250 per player approached, PLUS suspension of their SNA membership for two (2) years from the date of the Hearing ruling. The club that the official or third party is associated with shall also incur a fine of \$250, to be paid before the next playing date. Hearing procedures as per current policy held on file at SNA.

23. Fees

23.1. Winter Competition

- 23.1.1. A non-refundable affiliation fee shall be paid by each club with the Affiliation and Registration forms on Registration Day.
- 23.1.2. Teams must pay the full amount of the SNA fee owing on Registration Day.
- 23.1.3. A minimum number of seven (7) players per team shall be paid for on Registration Day. Should a team of less than 7 names withdraw after registration day, all monies paid to SNA for that team shall be forfeited.
- 23.1.4. Should an unfinancial Club disband at the conclusion of the previous season, any member of that Club.

- 23.1.5. Registering with another Club shall be required to pay their portion of that debt before further registration will be accepted. Board to make decision depending on circumstances
- 23.1.6. Clubs may register further new players by completing the relevant Registration forms, providing a photocopy of their Birth Certificate, Birth Extract or Passport if deemed necessary and paying all SNA, SEDNR, Netball WA and COC fees PRIOR to the new player taking the court.
- 23.1.7. Clubs who do not follow this procedure may be declared unfinancial, and may not be permitted to take the court or accrue points until such time as they become financial. Points will NOT be returned upon payment.

24. Spring Competition

- 24.1. Teams must pay the full amount of all fees owing on Registration Day.
- 24.2. A minimum number of seven (7) players per team shall be paid for on Registration Day. Should a team of less than 7 names withdraw after registration day, the SNA portion of the fees for that team shall be forfeited.
- 24.3. Should an unfinancial Club disband at the conclusion of previous the season, any member of that Club
- 24.4. Registering with another Club, shall be required to pay their portion of that debt before further registration will be accepted. Board to make decision depending on circumstances
- 24.5. Clubs may register further new players by completing the relevant registration forms, providing a photocopy of their Birth Certificate, Birth Extract or Passport if deemed necessary and paying all SNA, SEDNR, Netball WA and COC fees PRIOR to the new player taking the court.
- 24.6. Clubs who do not follow this procedure may be declared unfinancial, and may not be permitted to take the court or accrue points until such time as they become financial. Points will NOT be returned upon payment.

25. Finals - Matches

- 25.1. All teams are responsible for confirming their participation in the Finals series.
- 25.2. All players must have played at least five (5) matches with their own club, on separate dates, before they may participate in Finals matches. SGV's are not included towards qualifying matches. Any team playing an ineligible player during a Finals match will result in a *\$50 fine* and the team concerned shall *forfeit the match* and take no further part in the Finals series (Penalty #13A).
- 25.3. All players in Finals matches must play in that team's uniform. Failure to do so will be deemed as playing an ineligible player, and will incur a *\$50 fine*, and *forfeiture of the match*. The team will take no further part in the Finals series (Penalty #13A).
- 25.4. All Finals must be played on the day, date and at the time specified by the Association.

- 25.5. Teams must be available to play in all 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 shall automatically go through to the Grand Final.
- 25.6. All teams in the Finals will be advised by email of the time and court for the following Finals:
- Order of Play**
- Semi Finals - Qualifying Final – 1 v 2, Elimination Final – 3 v 4*
- Preliminary Final - Winner of Elimination Final vs Loser of qualifying final*
- Grand Final - Winner of Preliminary Final vs Winner of Qualifying Final.*
- 25.7. Under the above-mentioned match's method, no team has the right to challenge.
- 25.8. 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.
- 25.9. Procedure for extra time where a winner is required.
- 25.9.1. There shall be a two (2) minute interval at the end of full time.
- 25.9.2. 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.
- 25.9.3. During both of these intervals, substitutions and/or team changes may be made
- 25.9.4. During extra time, normal injury or illness procedures shall apply. However, during the entire extra time:
- a) The first stoppage for each team shall be up to (2) minutes.
- b) Each subsequent stoppage for each team shall not exceed thirty (30) seconds.
- c) Coaching is allowed by anybody on the team bench and at any time.
- 25.9.5. In the event of a tie remaining at the end of the extra time, a visual signal shall be to indicate that play shall continue until one team has a two (2) goal advantage.
- 25.10. In the event of a draw in any Finals match, a new scorecard must be obtained from the Match Office, and Independent Scorers and Timers will be appointed by the Association.
- 25.11. Clubs participating in finals are required to provide an umpire or volunteer on a pro rata basis as requested by the Association to assist during the Finals series. Failure to do so will result in a \$250 fine per umpire/volunteer. (Penalty #3)

26. Umpires

- 26.1. All clubs to submit names of best umpires for finals – request to be made in July.
- 26.2. AUDO to compile list of number of needed umpires.
- 26.3. 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 Board.

27. Fines & Penalties

All fines will be monetary. Payment must be received before the next playing date. On the spot fines of \$300 will be issued for any instances of abuse to an Official/Umpire Refer to end of document for Table of Fines.

28. First Aid

Clubs are requested to supply names of trained personnel who are willing to be called upon as required whilst competition games are being played.
Wheel chair and first aid equipment is available from the outside store room.

29. Forfeits (Prior to the game)

- 29.1. Any team intending to forfeit a match must notify the opposing team by phone or email, and email SNA Administration no later than 3:00pm on the day prior to the game. Where teams provide their own umpires, it is their responsibility to notify their umpire. Squad Umpires shall be notified by the Association. Failure to notify the opposition and the Association office of intent to forfeit prior to 3:00pm the day before the game will result in a *\$50 fine* (Penalty #19).
- 29.2. When a team in the 13 & Under 16 & Under and Open Competitions Forfeits a match, two (2) points for a win and a 20/0 score shall be awarded to the opposing team. The non-forfeiting team must submit a scorecard with their players listed within seven (7) days, otherwise the failure to submit a scorecard fine will apply and players from that team will be deemed not to have played. A *\$20 Fine* will apply (Penalty #1).
- 29.3. Any team who forfeits a Finals Match will be eliminated from the Final series.
- 29.4. In the event of a team forfeiting two (2) consecutive matches, the team shall show cause to the Board for such forfeiture.
- 29.5. Should a team intending to forfeit fail to notify the opposition and Association Office in the correct manner, a fine may be imposed on that team. A *\$50 fine* will apply (Penalty # 19).
- 29.6. During the first round of the winter competition, no forfeits will be accepted in the 13 & Under, 16 & Under and Open Competitions. All matches in these competitions must be played to completion except in the case of dangerous weather (See Dangerous Weather) due to the information be required for grading. A fine may be imposed on any team for non-compliance. (Penalty #28).

29.7. Forfeits (Once a game has commenced)

Once a match has commenced it must be played to a conclusion. Alternatively, one team may elect to forfeit the match. If this occurs the non-forfeiting team shall be awarded 2 points and the applicable percentage according to the score line or 20 or whichever is greater.

30. Fundraising

30.1. Cake Stalls and Raffles - Each Club is permitted only ONE cake stall or raffle per season on the Association premises. Bookings are to be made through the Committee, any further bookings at the discretion of the Board.

30.2. Other Fundraising Events -Members can fundraise for their netball club once a year around the courts but to do so they must apply to the Board and be given official fundraising badges.

31. Glasses

31.1. Players are permitted to wear prescription glasses only.

31.2. Glasses are to be secured tightly to the head by an appropriate headband.

31.3. No sunglasses are allowed to be worn unless a Medical Certificate is supplied to the Association Manager prior to the commencement of the season.

32. Grading

32.1. 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). Failure to do so may result in incorrect grading. The Association will not be required to regrade any teams who have failed to supply the correct information.

32.2. Where possible, teams will be offered the option of playing in their age division. However, this is not guaranteed depending on registrations and divisions available, teams may have to be moved to a higher age division competition at the discretion of the Board.

32.3. Should any team be deemed too be strong for their age division, the Board reserves the right to move them into a higher age division. Alternatively, SNA may refuse to accept their registration in the division requested.

32.4. Grading recommendations made by the Grading Committee are subject to ratification by the Director of Competition. The Board reserves the right to make any necessary adjustments to grading to ensure the evenness of the competition. At the end of the grading round, all points and percentages will be retained, unless a regrade occurs. If a regrade occurs points and percentage will revert to zero

32.5. The Set & GO Teams, 10 & under, 11 & Under & 12 & Under will be paper graded and then reviewed round by round.

- 32.6. The Senior & junior competitions will be paper graded. During the first round the scores will be reviewed, and at the end of the first round a final regrade may be done if deemed necessary.
- 32.7. For the purposes of initial grading, a returning team will be considered to be the same team as the previous year if it returns with 5 or more players from the previous year.
- 32.8. Premiers in each division from the previous year may be moved up a grade, unless less than 5 players remain from the previous year. This will be at the discretion of the Board and DOC.
- 32.9. The last placed team in each division from the previous year may go down a grade, unless less than 5 players remain from the previous year. This will be at the discretion of the board and the DOC.
- 32.10. The remaining teams in each division from the previous year will remain in that division, unless less than 5 players remain from the previous year.
- 32.11. Once steps 1.8, 1.9 and 1.10 have been completed, the remaining teams will be graded according to their strength.
- 32.12. 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.
- 32.13. 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.
- 32.14. Club re-grade requests will then be considered prior to the release of the final grading.
- 32.15. Except in exceptional circumstances, as determined by the board, there will be no further re-grading. If considered necessary this will occur following the third complete game of the season.

33. Health Policy

As per Netball WA policy, available on their website.

34. Infectious Disease Policy

As per Netball WA policy, available on their website.

35. Injury

35.1. Injury Procedure

In the majority of injury scenarios, the standard time out injury rules as per clause 2 below. However, in the event of a major injury the first aid provider and/or ambulance officer may direct that a player may not be moved. In this scenario, the Association officials will provide an alternative court or advise teams of an alternative. In more serious cases, such as situations where the injured players:

- a) Cannot weight bear;
- b) Clearly has a broken bone;
- c) Is unable to move the injured body part (particularly if lower limb is injured);

- d) Is unconscious;
- e) If a head or spinal injury is suspected.

If any of the above occurs, 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. Umpires are requested to move the game to another court whilst awaiting assessment. Players and officials should not move the injured player off the court unless directed by first aid personnel.

35.2. Injury Time

- 35.2.1. 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).
- 35.2.2. 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.
- 35.2.3. 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.
- 35.2.4. Coaching during injury time is allowed provided the coach does not enter the court.
- 35.2.5. No player may leave the court during injury time, with the exception of the injured player to receive treatment.
- 35.2.6. 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).

36. **Insurance**

Fees paid to Netball WA include insurance cover for players, coaches, umpires, and officials for non-Medicare expenses incurred as a result of an injury received during a game played at SNA and affiliated Associations. Coverage is also applicable during training sessions and for SGV.

For further details please contact the Insurance Broker for Netball WA through the Netball WA website. If an injury/accident occurs, an Incident Report Form must be completed and handed into the Match Office as soon as possible. Should the incident occur off site then the Report Form should be handed into the office as soon as possible. These forms are available from the SNA website, First Aid Kits and as the Match Office. Please ensure that the First Aid Person completes the form if required.

37. Interchange of Players/Teams

- 37.1. All Clubs registering two (2) or more teams are requested to grade and number their teams according to strength, with Team 1 being the strongest. When a Club has two (2) or more teams in the Association then:
- 37.2. A Club may transfer players from a lower Division to any higher Division. Players may play up many times during the season.
- 37.3. Players other than Set and GO and may NOT be interchanged between team lists after Registration Day. These players may only play up in accordance with the Interchange and Playing Up rules. See rules for interchanging players in Set and GO
- 37.4. No registered player may play in a lower Division than the one for which they are registered unless the DOC has granted that player a Permit to Play Down. An application for a Permit to Play Down to a lower Division shall be lodged with the Association Manager in sufficient time for the DOC to consider the application prior to the commencement of the season. The application shall state the reasons for the Permit to Play Down. When it is proven to the satisfaction of the DOC that an unfair advantage is not the objective of the Club, a Permit may be granted.
- 37.5. A *Club* playing a player down without a Permit to Play Down will be liable for a written warning and subsequent offences should it be the same as 32.6 for subsequent offences. For the first offence, a *\$50.00 fine* per player, loss of two points, forfeiture of the match and a *0/20* score to be recorded (Penalty # 17).
- 37.6. A Club playing a player who has been granted a Permit to Play Down may not subsequently play that player in any team in a higher age group or Division during that season. A *written warning* will be issued for the first offence, –a *\$50 fine per player, loss of 2-point, forfeiture of the game and a 0/20 score recorded for subsequent offences* (Penalty # 14).
- 37.7. Where it occurs that a Club has two or more teams in the same division, the players from the lower numbered team may play up in the higher numbered team, but the higher numbered team players may not play down without a Permit to Play Down.
- 37.8. A Club which has a team in a higher Division that is short a player for Finals may bring up a player from a team in a lower Division on request to the Board.
- 37.9. The only exception to the playing up to a higher numbered team rule is when during the course of a regrade, the Association moves a team so that a Club's teams are out of numbered sequence. When that occurs, the players may only play up in a higher Division. If the regrade puts the out of sequence team in a Division with another team from that Club, Rule 32.7 of the Interchange of Players applies to the teams.
- 37.10. Clubs may apply for a Permit to Play Up for a player wishing to play up more than two age groups (11 and Under age group player to play in the 13 & Under Competition). Playing a player up more than 2 age groups without a Permit to Play Up will result in a *\$50.00 fine* per player and *forfeiture of the match and a 0/20 score recorded?*(Penalty #15). Once a player has been granted a Permit to Play Up, they may not play in a lower age group. Playing a play down after they have been granted a Permit to Play Up will result in a *fine of \$50.00* per player and *forfeiture of the match*, and a *0/20* score recorded (Penalty #16).

- 37.11. Set & GO are to be rotated through all positions evenly during the season. No player may play more than half a game in one position. No player may play less than half a game unless due to injury or illness. Positions played must be listed on the scorecard.
- 37.12. Interchange of players for Set& GO
In the interests of making netball a more enjoyable experience for all, Set & GO players may be interchanged freely between their own club or opposition teams. Players must be listed correctly on the scorecard as playing from another team from their own club or from the opposition team.

38. Jewellery

- 38.1. No jewellery or sharp adornments shall be worn, with the exception of a Wedding band and/or a Medical Alert Bracelet, which must be taped with clear tape or worn under a sweatband.
- 38.2. Under no circumstances are earrings to be worn.
- 38.3. No body jewellery is permitted i.e. eyebrow rings, nose studs, tongue studs, navel rings etc.
- 38.4. Under no circumstance may a player take the court wearing any prohibited jewellery. 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 to fill that position. The player may retake the court at the next centre pass after inspection by the umpire.
- 38.5. Players may wear soft brimmed visors only if part of registered uniform.
- 38.6. No hair beads are to be worn.

39. Match Play Times

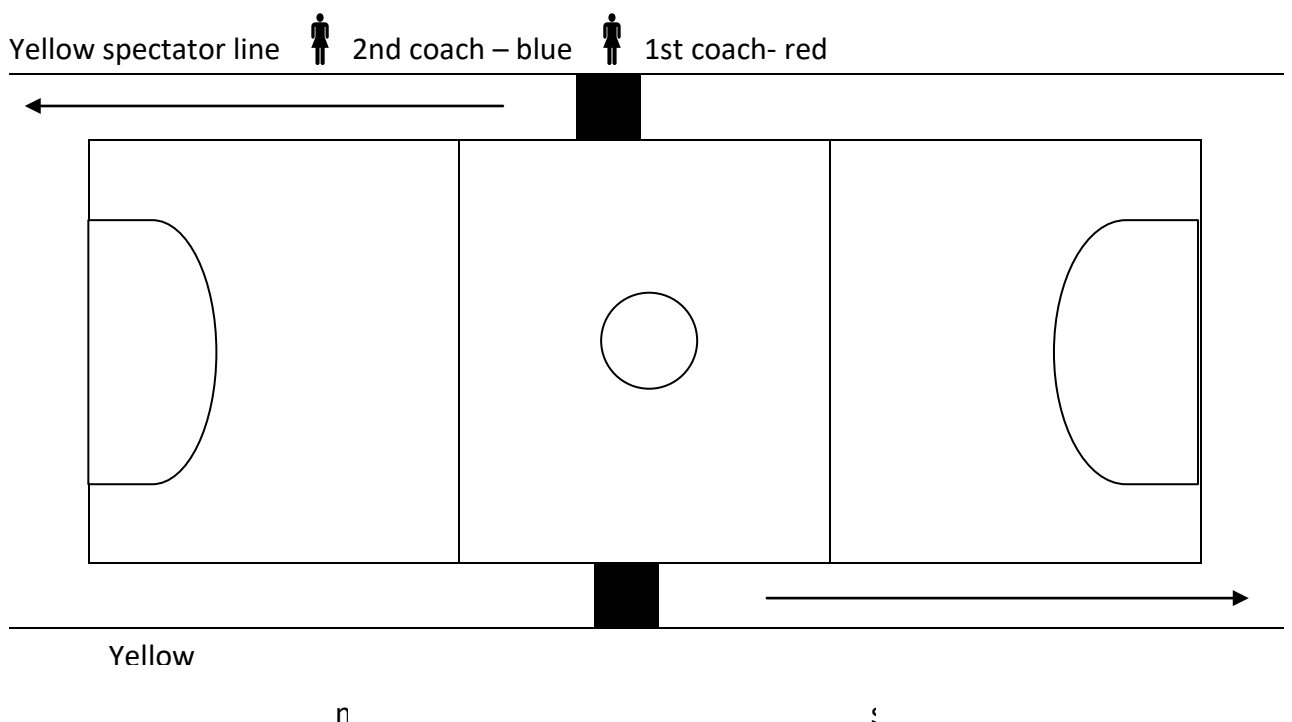
- 39.1. SET matches will consist of 4 x 10-minute quarters, with a 3 minute interval at quarter time and a 5 minute interval at half time.
- 39.2. GO matches will consist of 4 x 12 min quarters, with a 3-minute interval at quarter times and a 5-minute interval for half time
- 39.3. All other matches will consist of 4 x 15-minute quarters, with a 3-minute interval at quarter time and a 5-minute interval at half time
- 39.4. All teams are to supply their own timer during Winter competition and the Spring Competition.
- 39.5. All matches must start on time. Should a team not be able to take the court due to lack of player numbers (5 players minimum) or an umpire there shall be a 5-minute grace period. After this time the match must commence or be forfeited.
- 39.6. Should the grace period be needed then the breaks shall be shortened to 2 minutes for each quarter time break and 3minutes for half time.

40. Set & GO Umpires

- 40.1. Use simple language and explain decisions.
- 40.2. Adopt an encouraging and pleasant manner to ensure an open free flowing game particularly in the setting up of penalties and throw-ins.
- 40.3. Umpires to direct scorer and timer.

41. Set & GO Coaches

- 41.1. Coaching by the team coaches ONLY is permitted in Set & GO games, and it is to be from a stationary position.
- 41.2. A second coach is allowed to coach from a fixed position on the opposite corner of the court from the first coach (see diagram below).



42. Nails

- 42.1. Finger nails must be cut short and smooth.
- 42.2. The taping of nails is not permitted in either the Winter or Spring competition.
- 42.3. Wearing of gloves is NOT permitted in either the Winter or Spring competition. Players with legitimate medical reasons for wearing gloves must supply a medical certificate stating the reason, to the Association Manager prior to the commencement of the season. Nails must still be cut short and smooth under the gloves unless prior permission received from the Board.

43. Permits to Play Up & Down

- 43.1. Clubs *must* apply for a permit to play down in all age divisions. Players will be assessed by an Association representative, if it is shown that the object of the request is not to obtain an unfair advantage, a Permit to Play Down may be granted. No more than two permits to pass down to any one team will be granted. If a team has more than two older players then the whole team must play up in the higher age group.
- 43.2. A Club playing a player down without a Permit to Play Down will be liable for a *written warning* for the first offence and a *\$50.00 fine* per player for the second offence. The offending team will be subject to the *loss of 2 points forfeiture of the match, and 0/20score recorded* (Penalty # 17)
- 43.3. Once a player has been granted a permit to play down, they may not play in a higher age group. Playing a player up after they have been granted a Permit to Play Down will result in a fine of \$50 per player, the loss of two points, *forfeiture of the match, and a 0/20score recorded* (Penalty #16)
- 43.4. Once player has been granted a Permit to Play Up, they may not play in a lower age group. Playing a player down after they have been granted a Permit to Play Up will result in a *fine of \$50.00* per player loss of two points, *forfeiture of the match and a 0/20 score recorded* (Penalty #16).

44. Photography/Videoing

- 44.1. Clubs shall decide prior to the beginning of the season if their members will give consent for photographs or video to be taken for personal club use or by Association officials for promotional purposes. If the team consents or objects the appropriate section on the registration form is to be completed and returned to the office on registration day.
- 44.2. This information will then be kept on file in the office and if a team wishes to photograph or video during a game please confirm with an office official as to the opposing team's policy and respect their wishes. Teams that DO NOT allow videoing, photography will be listed on the website under the Members Information section.
- 44.3. Permission must be obtained from the match office prior to the commencement of the game. SNA office to supply an approved sticker, this must be worn at all times whilst photography/videoing the match.

45. Player Transfers (During Winter Season)

- 45.1. If a player wishes to transfer from one club to another during the season both clubs involved must sign a 'Transfer Form' and the new club must submit this form along with a new registration to the Association. All transfers must occur prior to the third match of the first round of the season. Clubs must respond to Player Transfer requests within 7 days of receiving the request – including weekends and public holidays or the transfer will be automatically granted. Once the third playing date has passed, any transfer is at the discretion of the Board.
- 45.2. A club has the right to refuse a player or coach a transfer on financial grounds. A player or coach, who is refused a transfer, has the right to appeal to the SNA Board to review that decision. The SNA Board decision shall be final.
- 45.3. The Association will not accept a club or player if unfinancial with SNA from previous seasons until all monies owing are paid in full.

46. Player Withdrawal

- 46.1. Any application for refunds for a withdrawing player must be received by the Association Manager in writing prior to the first playing date of that competition.
- 46.2. There can be no transferring of a player's fee from a withdrawn player to a new player once the first playing date of that competition has passed. Prior to this date, transfers are at the discretion of the Association Manager.

47. Team Withdrawal

- 47.1. Any club or team who wishes to withdraw from the Association after Registration Day shall forfeit all monies already paid. If within 21 days from Registration Day, the players from the withdrawn team merge with another team entered in the competition they may transfer all monies owed, less an administration fee, at the discretion of the Board. Players who do not transfer or merge to another team, forfeit all monies paid.) Should an unfinancial Club disband at the conclusion of the season, any member of that Club registering with another Club shall be required to pay their portion of that debt before further registration will be accepted.

48. Postponements

- 48.1. Teams may postpone a match with the intention of playing it at either an earlier or later date, providing the match is played before the last scheduled game of that round. With the exception of games played during Grading. The team wishing to postpone the match must advise the office and get agreement by the opposition, and confirm to the office. Teams must make their own suitable umpiring arrangements

- 48.2. Teams asked to postpone matches must make every effort to accommodate requests for postponement, providing the request is not frivolous as determined by the Board. Either team may appeal to the Board if the teams are unable to agree on a suitable date for postponement. If the Board determines that one team is being deliberately uncooperative, the Board shall have the authority to set the date, time and place that the match shall be played. Should the team that requested the postponement originally not be able to play on the date set by the Board, that team will be deemed as having forfeited the match and the forfeiture rule applies.
- 48.3. Once a date has been agreed upon by the teams or set by the Board, acknowledgement by email shall be made to the Association office by both teams prior to the game. Failure to do so may mean the game is declared a forfeit and the forfeiture rule applies.
- 48.4. If either team fails to attend the re-scheduled match, then it will be declared a forfeit by the team failing to attend, and *two (2) points* and a *20/0 score* shall be awarded to the opposing team (where points apply) (Penalty #20). The non-forfeiting team must submit a scorecard with their players listed within seven (7) days, otherwise the failure to hand in a scorecard *fine of \$20* will apply and players from that team will be deemed not to have played (Penalty # 1).

49. Power Failure

In the event of power failure or a power strike during the Spring competition, then all matches will be cancelled and a BYE will be declared. Any match that had previously been arranged to be postponed from that playing date shall also be classed as cancelled, with no points awarded if applicable.

50. Pregnancy Policy

50.1. SNA has adopted the Netball WA policy, please refer to their website. A Pregnant Player should:

- Be aware that her own health, and the wellbeing of her unborn child, is of utmost importance in her decision about whether to continue playing sport.
- Obtain expert medical advice as to the risks associated with playing sport when pregnant. She should ensure she understands this advice and where necessary question the advice until she is sure she understands the risks taken in participating in Netball.
- Take into account her changed physical condition, use common sense and not take unnecessary risks.
- Remember that the ultimate decision to participate in Netball will always be hers, whilst having regard to all the circumstances.

51. Presentations

51.1. Winter Competition

Set & GO,- Teams will have ribbons / medallions / awards supplied at the end of the last fixtured game in the SNA netball clubrooms or main function room at SNA. Clubs must be financial to receive ribbons.

Juniors - Clubs must be financial to receive, medals or Runner Up Awards. Presentations to all Grand Final Winners and Runners Up will be held immediately after their game in the main function room at SNA.

Open - ALL Open Presentations will be held immediately following the Grand Final Match of the Division 1 Match (at the discretion of the Open Convenor).

51.2. Spring Competition

All teams play for Top of the Ladder except for Set & GO, who play for participation only.

52. Progressive Scores

52.1. Teams can check their progressive scores each week. These will be posted on the SNA website. In the Junior, and Open Competitions, two (2) points will be awarded for a win, one (1) for a draw and zero for a loss. Bye game points as per Clause 12.

52.2. Set & GO, play for participation only. No points are awarded.

52.3. Spring Competition – All divisions from 11& Under through to Open play for Top of the Ladder position.

52.4. Set & GO play for participation only.

53. Proof of Age

53.1. All players aged thirteen (13) as of the 31 December in the current playing year and younger, are to provide a photocopy of their Birth Certificate, Birth Extract or Passport on registration day for verification of their age if requested by Board. Players registered after this date must also provide proof of age if requested by Board.

53.2. Any late registrations must also provide this information.

53.3. This information will only be required once, with verification of age to be noted on the SNA data base.

53.4. SNA reserves the right to request this information from any registered player throughout the season.

54. Registrations

54.1. A minimum of seven (7) players per team must be Registered in MyNetball.

54.2. Club names, any new clubs must submit their club name and uniform three weeks prior to Registration for confirmation by the Board.

- 54.3. Clubs may register further new players in accordance with advised procedure by completing the relevant registration forms, providing a photocopy of their Birth Certificate, Birth Extract or Passport if requested and paying all SNA, SEDNR, NWA and COC fees PRIOR to the new player taking the court. Clubs who do not follow this procedure may be declared unfinancial, and may not be allowed to take the court or accrue points until such time as they become financial. Points will NOT be returned upon payment.
- 54.4. A fill in player will be a player using a SGV or a player playing up from a lower division. The 'Correct Uniform' will be left to the discretion of the DOC or Association Manager.
- 54.5. At registration, clubs shall nominate up to two contact persons as representatives of the club. One of these shall be the main contact who will receive emails and other notices; SNA reserves the right to deal only with these representatives as and when necessary.
- 54.6. If a club does not register for two years their name and colours become available to new or existing clubs wishing to change their name or colours.
- 54.7. SNA reserves the right to charge an Administration fee of \$15.00 on all requests for refunds and player withdrawals.

55. Safety

All spectators and Team Officials must remain behind the yellow spectator lines. This is for Umpire, Player and Spectator safety. Where there are no lines to be centrally in the space between the two courts

At no time may a Coach, team, club official or spectator position themselves along the baseline of a court.

56. Score Cards

- 56.1. The official score card is the only one accepted. Score cards are to show the result of the match, the Team names and numbers, Division, Date, player positions for each quarter, and the players' names, with surnames in alphabetical order. The score card must be completed in black or blue ink not fluoro or pencil.
- 56.2. Players taking the court must have their positions accurately recorded on the score card for each quarter.
- 56.3. All recording on the score card should be written in ink.
- 56.4. The score cards are pre-printed from the SNA Office and available to collection from the SNA Office prior to each game. Names will be recorded from team lists on MyNetball. Players not playing on game day, need to be crossed out and any additional players added, clearly noting next to their name one of the following:
 - PU – Playing Up
 - NR – New Registration
 - SGV – Single Game Voucher

- 56.5. Note: if NR is not yet registered in MyNetball, a SGV is to be completed noting New Registration (SGV Fees are not payable for this option).
- 56.6. It is the responsibility of the scoring team to ensure the score card is filled out correctly – please advise the match office immediately if the opposition team does not co-operate in this regard. Failure to complete the score card correctly shall incur a *\$5 fine*. (Penalty #2).
- 56.7. It is the responsibility of the scoring team to hand in the score card to the Match Office immediately following the match. Failure to do so shall incur a *\$20 fine*. (Penalty #1).
- 56.8. Players' names can be added to a score card during the course of a game, but must not exceed twelve (12) players. Not during a Final, all names are to be on the scorecard before commencement of game.
- 56.9. If an SGV is being used, please refer to rule 58.
- 56.10. The team responsible for scoring is to list their team's details on the left-hand side of the scorecard.
- 56.11. All fixture games, (including postponed) must have a completed official scorecard handed to the office.

57. Scorer & Timer

- 57.1. The first named team shall provide the official scorer, and the second named team shall provide the official time keeper.
- 57.2. The scorer and time keeper must remain in a central area, and shall check both the score and the time with each other. When the time keeper is required to follow the umpire during the final 15 seconds of each quarter, teams are advised to supply someone else to check the score with the scorer.
- 57.3. The scorer and/or timer may NOT be changed during the game except in the event of illness or injury.
- 57.4. In the event of a team failing to supply a timer or scorer and the opposition team is unwilling to provide a timer or scorer then that team must find a competent timer or scorer in a timely manner or player from that team will be required to time or score. Failure to supply a competent timer or scorer will result in a *\$100 fine plus loss of 2 points* if points apply, Penalty #22.

58. Single Game Vouchers (SGV)

A Single Game Voucher (SGV) is a voucher that is used for a fill in player. This provides insurance cover for the player in the event of an injury, and the scorecard. Failure to purchase an SGV prior to the commencement of the game will be classified as playing an ineligible player, with the penalty being *\$50 fine, forfeiture of the match and 0-20 score recorded* for teams in the Juniors and Open Competitions. (Penalty 12B). Set & GO teams playing an ineligible player will receive a *warning* for the first offence and a *\$50 fine* for the second offence (Penalty #12A).

- 58.1. SNA Single Game Voucher (SGV)
- 58.1.1. The SGV is available from a SNA Committee Member prior to the start of the game.
 - 58.1.2. The player obtaining the SGV needs to be present.
 - 58.1.3. The Voucher must be attached to the score card.
- 58.2. The cost of the SGV will be invoiced to the relevant club. Cash is no longer acceptable.
The cost of a SGV for a player affiliated with Netball WA is \$10.
The cost of a SGV for a player not affiliated with Netball WA is \$15.
- 58.3. Failure to purchase an SGV prior to the commencement of the game will be classified as playing an ineligible player, with the penalty being *\$50 fine, forfeiture of the match and a 0-20 score recorded* for teams in the Junior & Open Competitions. Set & GO, playing an ineligible player will receive a *written warning* for the first offence and a *\$50 fine* for the second offence (Penalty #12).
- 58.4. There are conditions associated with an SGV.
- 58.4.1. Players may only play two (2) matches on an SGV. The third time a player takes the court they are liable for full SNA, SEDNR and Netball WA fees. Fees already paid for an SGV do not count towards these fees.
 - 58.4.2. SGV's do not count towards the five (5) games required to qualify for Finals.
 - 58.4.3. An SGV may not be used in Finals Matches.
 - 58.4.4. A team may only have a maximum of two (2) players playing on an SGV in any one match. If a club has more than two players on an SGV in any one match, the additional players are deemed ineligible players and fined accordingly. \$50 fine, forfeiture of the game 0/20 score recorded (Penalty #12B).
 - 58.4.5. Where a player is already affiliated with Netball WA, they must purchase a SNA SGV.
 - 58.4.6. Once a player has played for a Club on an SGV, they are deemed to be affiliated with that Club. They may not play nor register with another Club during that season without prior approval from the board.
 - 58.4.7. Clubs will be held liable for the behaviour of the Single Game Voucher player (Penalty #9).
 - 58.4.8. Clubs requiring an SVG for postponed games (those not played on a Saturday) must purchase these from the Association Manager PRIOR to the game being played.

59. Smoking

No smoking is permitted within the vicinity of the courts. Smoking in the car Park is permitted, but not the area connected to the courts.

60. Substitutions & Team Changes

- 60.1. Substitution occurs when a player leaves the court and is replaced.
- 60.2. Team changes occur when players on court rearrange playing positions.
- 60.3. Substitutions and team changes are allowed during an interval or injury time.
- 60.4. A player who has been substituted may return to the game at a later stage.

61. Training Court Allocations

- 61.1. Any club wishing to train at the SNA courts must apply to the Association Manager in writing. Allocations will be at the discretion of the Association Manager. Clubs note that ratios are based on 2 teams training on 1 court.
- 61.2. Clubs must state the number of teams training and the time and date required. Clubs must reapply each year in November for their court allocations.
- 61.3. Courts for grading must also be applied for – preferably before the office closes in December. The Association Manager will allocate courts for grading.
- 61.4. New clubs to SNA must apply by the end of February for their court allocations.
- 61.5. Existing club bookings will be honoured but from 2012 no club shall be permitted to book out more than 4 courts on any one night after 6pm.
- 61.6. 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.
- 61.7. Clubs are reminded that they are responsible for the conduct of their members and any unattended children during training times.
- 61.8. It is the responsibility of the last team to leave on any training night to ensure that the lights are turned off, and the toilets are closed and locked. Please work together to ensure this occurs.
- 61.9. The Association strongly recommend that all players under the age of 17 do not leave the complex unless accompanied by an adult. Clubs are encouraged to monitor this process.
- 61.10. Clubs who require courts for pre-season or 'once off' grading/training that are in addition to the clubs normal training courts must apply to the Association Manager in writing. The court will then be allocated once all training courts have been assigned.
In the event that some courts are not available due to maintenance or other events clubs. The Association Manager will allocate courts as per availability.

62. Umpires

- 62.1. Teams shall be required to accept the Association Development Umpires in any division as and when requested by the Board.
- 62.2. All Set & GO, 11 & Under and 12 & Under Teams to supply their own competent umpire unless AUDO appoints Green Shirt Umpires to that game, relieved umpires need to report to AUDO.
Failure to do so will incur a \$100 fine (Penalty # 22).

- 62.3. All Junior teams from 13 & Under need to provide their own competent umpire unless their division is provided squad or Green shirt umpires by the AUDO. Failure to do so will incur a \$100 fine and the loss of two (2) points (Penalty #22). Relieved umpires will need to report to AUDO.
- 62.4. All Open Teams are to supply their own competent umpire unless their division is relieved by Squad umpires by the AUDO. Failure to do so will incur a \$100 fine and the loss of two (2) points (Penalty # 22). All relieved umpires need to report to AUDO.
- 62.5. The competency of an umpire may be decided by the Umpire Development Officer, or their representatives.
- 62.6. Umpires are to direct the scorer and timer.
- 62.7. The umpires have control of the game, and their decision is final. The Captain of the team (or Coach of Set & GO, and 11 & Under) is the only one who has the right to bring points of umpiring before the umpires, and this can only be done at intervals.
- 62.8. The umpires must strictly adhere to the rules set down by Netball Australia and SNA.
- 62.9. Umpires are to wear suitable attire. No jeans, thongs, or heeled shoes will be permitted. Where possible, umpires should wear white. An umpire may wear their club skirt and shirt with a white shirt or top if fixturing does not permit the umpire time to change their clothes.
- 62.10. Umpires are not permitted to coach a team whilst umpiring or during intervals.
- 62.11. No interchange of umpires is permitted during a game except in the case of injury or illness, or if an umpire is deemed incompetent and a replacement is provided.
- 62.12. In the event of a Team failing to supply an umpire and the AUDO being unable to supply an emergency umpire, then that Team must either find a competent umpire in a timely manner, or a player from that team will be required to umpire. Failure to supply a competent umpire will result in a \$100 fine plus the loss of two (2) points if points apply (Penalty # 22).
- 62.13. It is the responsibility of the umpires to ensure that nails are cut short, and that no jewellery, sharp adornments/hair beads are worn PRIOR to the commencement of the game. A player needing to cut nails or remove jewellery must do so and report back to the umpire before being allowed to take the court. 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 to fill that position. The player may retake the court at the next centre pass once their jewellery/sharp adornments/head beads are removed. Gloves may NOT be worn.
- 62.14. An umpire may order a player to leave the court, but only in extreme circumstances when sure the ordinary penalty is insufficient. No positions may be changed by either team, unless the player concerned is the Centre player.

- 62.15. An umpire may stand a player off the court for a specified time i.e. until the next goal is scored, the end of the quarter, or the end of the game. A player sent from the court must stand beside the scorer and timer. No positions may be changed by the team, unless the penalised player is the Centre player.
- 62.16. Interference or abuse of Umpires or Players by Spectators or Officials will not be tolerated. The umpire has the right to penalise the team the Spectators or Officials are associated with.
- 62.17. Umpire Payment
The suggested payment rate to Umpires at SNA is: Set & GO \$10.00 per match, 10, 11, and 12 & Under \$15.00 per match, 13 and 16& Under \$25.00 per match, Open \$30.00 per match
- 62.18. Offensive Behaviour
In line with the Code of Conduct signed by all teams, SNA officials maybe present on the courts during matches and should any derogatory or abusive remarks be heard, the club that the players, officials or spectators are associated with will receive an on the spot fine of \$200.00 Penalty # 7.

63. Umpire Fee Structure

- 63.1. All umpires participating in any SNA Umpire Development Program MUST be fully affiliated to SNA, and NETBALL WA.
- 63.2. Existing SNA Development Squad umpires that are being badged will be required to pay a fee of \$25.00 which covers the cost of the badge plus administration paperwork.
- 63.3. Clubs who wish to put forward umpires for screening and badging will be required to pay a fee of \$50.00 which covers the cost of the badge and the screening plus administration paperwork. Club umpires must be fully affiliated as outlined in clause 63.1 above. 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 SNA.
- 63.4. Umpires from any other Association that require coaching/screening for badging will be charged a fee of \$100.00. Must already be affiliated to Netball WA
- 63.5. Priority of coaching/screening of umpires shall always be given to SNA squad/club umpires over any other umpire.

64. Unfinancial Clubs / Players

- 64.1. Any Club/Player that owes money (either to SNA, SEDNR, Netball WA or COC) shall be considered unfinancial. Money owing can be in the form of fees, fines or other penalties.
- 64.2. Unfinancial players of a club are not entitled to the rights and privileges of membership. They may not participate in any programmes conducted by the Association such as Association Teams, Development Squad, Umpire Development or Umpire Squad until such time as all monies owing (plus interest if applicable) are paid in full to the satisfaction of SNA.

- 64.3. SNA reserves the right to refuse further membership applications from these Clubs/Players in the future. Please refer to Item 8.2 of the Constitution: Admission to Membership: The Board of the Association reserves the right to refuse a team membership.

65. Uniforms

- 65.1. No two (2) clubs shall have the same uniform. The uniform of a club shall consist of skirt and top, dress, sports brief or bike shorts (to be no longer than the skirt or dress) bibs for female players, and shorts and top, bibs for male players. Players may wear shorts if this is the school uniform, but 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/woman are to wear skirts, and boys/men are to wear shorts of the same colour. No two 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 there is a valid medical or cultural reason for this. Written proof shall be required. Bike pants will not be registered.
- 65.2. Colours and uniforms shall be submitted to the Association three weeks prior to Registration and no Club shall make any change to this uniform without first obtaining the consent of the Board. A photograph of the uniform must be supplied to the Association on Registration day, and no deviation to that photographic example will be allowed, unless a medical certificate is provided to the Association Manager.
- 65.3. Priority of registration shall determine the exclusive right to wear the particular uniform or colours.
- 65.4. Permission to play out of uniform must be obtained from the relevant Convenor or Director of Competition prior to taking the court. Failure to obtain permission for a player to play out of uniform is a *\$10 fine for the first offence* and a *\$20 fine for any subsequent offences* (Penalty # 18).
- 65.5. Sports shoes only shall be worn.
- 65.6. No teams may use National colours, WA State colours or SNA colours.
- 65.7. If a club does not register for two years their name and colours become available to new or existing clubs wishing to change their name or colours.
- 65.8. Clubs who have different playing uniforms within the Club must register each uniform on Registration Day.
- 65.9. All players in Finals Matches must play in that team's uniform. Failure to do so will be deemed as playing an ineligible player, and will incur a *\$50 fine*, and *forfeiture of the Match*. The team will take no further part in the Finals series (Penalty # 13).

- 65.10. A fill in player will be a player using a Single Game Voucher or a player playing up from a lower division. Players who play on an SGV must wear the team uniform or one that closely resembles it. The 'Correct Uniform' will be left to the discretion of the DOC or Association Manager. If the player is not in the team uniform, a Uniform Permit must be obtained from the relevant Convenor or Director of Competition. This permit is valid for that day only. Failure to obtain the Permit will result in a *\$10 fine for the first offence* and a *\$20 fine for the second offence* (Penalty # 18).
- 65.11. Set & GO players only may wear long sleeve tops under the club uniform, providing they are the same colour
- 65.12. No long sleeve shirts are permitted to be worn under the club's uniform unless written permission is received by the board.
- 65.13. The Director of Competitions may allow a period of grace at the beginning of the winter season if a club can prove that they are subject to uniform delays by a supplier.
- 65.14. The Board reserves the right to request a team to alter any part of their uniform if deemed inappropriate by the Board.
- 65.15. Any requests for variation to uniforms will be viewed at the discretion of the Board and DOC

66. Volunteers

- 66.1. Clubs are to provide volunteers on a pro rata basis to the Association if requested. This provision is compulsory, and failure to provide volunteers will result in a \$250.00 fine per volunteer. (Penalty #3)
- 66.2. Duties of volunteers will be varied as directed by the Board.
- 66.3. Clubs will be given a two-week period to request their preferred date and time. At the end of that period, the Board will allocate a date and time to the remaining clubs and forward a roster to the main club contact.
- 66.4. Clubs participating in finals are required to provide an umpire OR volunteer on a pro rata basis as requested by the Association to assist during the Finals series. Failure to do so will result in a \$250 fine per umpire/volunteer. (Penalty #3)
- 66.5. A roster of volunteers will be provided to the clubs no later than 9am on the Wednesday prior to each Final.

67. SNA Association & Invitational Teams

Players chosen to represent SNA at the annual Member Association Championships, State Cup and Metro League shall be chosen through open trials and a selection process. Players must be registered, financial and playing at SNA.

Invitational Teams

- 67.1. Any invitational team selections shall be organised by the ADO in consultation with the Board. AUDO is to provide umpires for selection.

68. Member Association Selected Players

68.1. Selected players must be prepared to make themselves available for ALL training session and the full 3 days of the tournament. Work, school or other commitments will not be accepted for non-attendance at the tournament. Players who continually miss training may be replaced in the team by a selected reserve.

68.2. Coaches must ensure that all players take the court on three (3) occasions in order to qualify for finals.

Apart from this requirement there is NO EQUAL COURT TIME during this tournament.

68.3. Selected players are required to:

- a) Carry out all training as set by the coach and attend all coaching sessions as arranged.
- b) Return in good order the Association Uniform and any other SNA property within the timeframes advised.
- c) Behave in an acceptable manner at all times whilst representing SNA both on and off the court.
- d) Show sportsmanship at all times.
- e) Give full co-operation to all team and Association officials.
- f) Accept the coach's decisions on team placements.
- g) Bring to the attention of the Team Captain or Team Manager any problems within the team or any off-court problems.
- h) Attend the Presentation Wind-Up.

68.4. Team Captain

Team Captains will be selected in a manner decided by the Team Coach and will be ratified by the ADO. Team Captains are expected to:

- a) Bring to the attention of the Team Manager or ADO any significant issues or conflicts within the team that are unable to be settled.
- b) Encourage the team to support other SNA teams at the tournament.
- c) Act in a sportsmanlike manner at all times and encourage all team members to be proactive with regards to shaking hands after the game.
- d) Liaise with the Team Manager with regard to coin toss result.

68.5. Team Fees

Fees shall be decided by the SNA Board each year. Fees must be paid in full by the date as advised by the Association and include a player presentation cost. Fees are non-refundable. In the event of an injury, a written application for a refund will only be considered by the Board if accompanied by a Medical Certificate. Administration costs may be deducted from any successful application.

68.6. Team Managers

- 68.6.1. Team Managers will be selected or co-opted by the Team Coach in Consultation with the ADO.
- 68.6.2. Team Manager's duties will be as per their Duty Statement.
- 68.6.3. Team Managers are to be provided with a copy of the Association Member Ethics Clause.

68.7. Umpires

Umpires for trials shall be co-ordinated by the AUDO. The Association reserves the right to call upon the clubs that the players trialling represents (on a proportional basis) to supply umpires for trials. Failure to do so may result in players' applications being refused. Umpires for the tournament shall be organised by the AUDO.

69. Weather - Bad

Matches will not be cancelled by the Association due to inclement weather. If teams agree not to play the match, then no points will be awarded to either team if points are applicable.

Bad Weather – Postponed Games

Postponed games shall not be called off due to heavy rain. Teams postponing games shall be given the contact details of officials who shall decide not later than 1 hour prior to the proposed playing time if the game will go ahead. Postponed games that are called off due to dangerous weather shall be classed as a bye game and both teams awarded 1 point.

Lightning – During Winter or Spring Competition or Development Trials or Training

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

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 30 minutes elapse since there has been any evidence of a lightning strike. It is strongly recommended that all teams training at the SNA complex adopt this policy as part of their own club policy.

70. Weather - Dangerous

- 70.1. At the discretion of the Director of Competition and/or the Association Manager, matches may be cancelled due to dangerous weather, and those cancelled matches will be classed as abandoned. One (1) point will be awarded to each team. No postponements will be accepted. Any match that had previously been arranged to be postponed from that playing date shall also be classed as cancelled, and one (1) point awarded to each team if points are applicable.

70.2. In the event of a Finals Match having to be abandoned due to dangerous weather, the Director of Competition shall call a special meeting with the relevant Convenor/s and the Association Umpire Development Officer not later than the Tuesday following the abandoned game, to arrange for matches to be played as soon as possible. Teams involved will be consulted regarding dates.

70.3. During the Spring Competition, a decision to cancel will be made by 4pm. A message will be posted on the website. Teams are advised to telephone the office before leaving home/work. One (1) point shall be awarded to each team if points are applicable.

71. Fines Table

| | Reason for Fine / Penalty | Fine | Penalty |
|---|---|---|--|
| 1 | Failure to hand in score-card. | \$20.00 | |
| 2 | Failure to complete a score-card correctly. | \$5.00 | No points awarded |
| 3 | Failure to provide one volunteer \$250. If more than one volunteer required multiply the fine by the number of volunteers Failure to provide one volunteer/umpire for finals \$250. If more than one volunteer/umpire required multiply the fine by the number of volunteers/umpires | \$250.00 per volunteer \$250.00 per volunteer/umpire | the club would be fined not the individual |
| 4 | Failure to attend compulsory meetings as required. | \$50.00 | |
| 5 | For offensive and abusive language and/or behaviour to another player. | \$100.00 | 1–2-week suspension |
| 6 | For offensive and abusive language and/or behaviour to an umpire. | \$200.00 | 1–3-week suspension |
| 7 | For offensive and abusive language and/or behaviour to a SNA official. | \$200.00 | 1–2-week suspension |
| 8 | Physically harming or attacking another player, umpire, official or spectator. | \$350.00 | 1–6-week suspension |

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|-----|---|---------------------|---|
| 9 | Unruly behaviour by a Club official, or a spectator associated with that Club. Clubs will be held liable for their members' behaviour including SGV players. | \$100.00 | 1–6-week suspension or termination of membership of the Association |
| 10 | Members proven to have provided false information. | \$250.00 | No longer to participate in the competition |
| 11 | Intentionally playing players under other registered names | \$250.00 per player | Forfeiture of match** |
| 12A | Playing an ineligible player Set & GO, 11 & Under, 12 & Under | \$50.00 per player | Written warning If re-offend – fine |
| 12B | Playing an ineligible player during a qualifying match 11,12, 13 & Under, 17 & Under, Open | \$50.00 per player | Forfeiture of match 0 – 20 score recorded |
| 13A | Playing an ineligible player during a Finals match | \$50.00 per player | Forfeiture of match No further part in Finals series |
| 13B | Failure to supply team lists for confirmation of Finals eligibility | \$50.00 per team | Forfeiture of match. No further part in Finals series. |
| 14 | Playing a player up, after they have been granted a Permit to Play Down. | \$50.00 per player | Written warning, if reoffend loss of 2 points, Forfeiture of match. 0 - 20score recorded. Player must remain in the lower division. |
| 15 | Playing a player up 2 age groups without a Permit to Play Up | \$50.00 per player | Forfeiture of match 0 – 20 score recorded |
| 16 | Playing a player Down/Up, after they have been granted a Permit to Play Up/Down | \$50.00 per player | Forfeiture of match 0 – 20 score recorded |
| 17 | Playing a player down without a Permit to Pass Down | \$50.00 per player | Written warning on first offence, Loss of 2 points Forfeiture of match 0 – 20 score recorded |
| 18 | Playing a player out of uniform without a permit | \$10.00 \$20.00 | First offence Second offence |

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|----|---|--|---|
| 19 | Forfeiting a match without giving the Office the required notice | \$50.00 | Loss of 2 points. Forfeiture of match 0 – 20 score recorded |
| 20 | Failure to attend a rescheduled match | \$50.00 | Forfeiture of match 0 – 20 score recorded |
| 21 | Failure to umpire a match as scheduled. | \$50.00 | Loss of 2 points (where points apply) |
| 22 | Failure to supply a competent umpire, scorer or timer | \$100.00 | Loss of 2 points (where points apply) |
| 23 | Failure to umpire a Finals match | \$50.00 \$100.00 | Fine to be applied to club who should have supplied the Umpire |
| 24 | Violation of SNA ethics (rule 22) | Person charged \$250 per player Approached. Club charged \$250.00 | Suspension of SNA membership |
| 25 | On the spot fine for abuse of Official/Umpire | \$300.00 | |
| 26 | Failure to return forms or supply information as requested by the Association | \$50.00 | |