



WDNA

Wanneroo Districts Netball Association Inc.

2022

Policies &

Procedures Manual

DEFINITIONS

CLUB AFFILIATION:

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

ASSOCIATE MEMBER:

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

CLUBS/SCHOOLS:

Herein referred to as clubs.

OFFICIAL:

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

MATCH OFFICIAL:

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

NETSETGO NET:

Net Set Go refers to a skill-based program for 5-6-year old's as outlined by Netball Australia.

NETSETGO SET:

Basic modified game for players born 1 July 2013 to 30 June 2015.

NETSETGO GO:

Basic modified game for players born 1 July 2011 to 30 June 2013.

REGISTERED PLAYER

The players status in Play HQ must be registered as of the current year.

LIST OF ABBREVIATIONS

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

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1. Affiliation

Clubs consisting of 3 or more teams must become incorporated after 2 years of affiliating with WDNA.

Clubs applying to affiliate shall:

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

Outstanding monies

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

Probation

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

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

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

2. Alcohol and Illegal Substances

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

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

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

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

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

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

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

4. Awards

The following is a list of the current awards given out by the association:

- Life Membership
- Spirit of Netball
- Carol Horrocks Award
- Monica Holton Club Appreciation
- Mick Nanovich Shield
- President's Cup
- Umpire of the Year
- Most Improved Umpire – Senior
- Most Improved Umpire – Intermediate
- Most Improved Umpire – Junior
- Zoe HoyPoy Award
- Coaching Excellence Award
- TACT Coach Award
- Community Coach Award

These awards are only awarded if the criteria are met in the nominations received. All awards are ratified by the Board at the August meeting. Awards to be presented at the Annual Association Appreciation Function where possible.

4.1 Life Membership

Criteria

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 for a minimum of ten (10) completed years to WDNA. 'Service' being defined as: "Contribution that has benefited the growth, development and betterment of the aims and standards of the membership of the Wanneroo Districts Netball Association."

Nomination

To be received by the Board no later than one (1) week prior to the AGM.

Award

To consist of a perpetual shield to be retained by WDNA, plus recipient to receive a badge. Award to be funded by WDNA.

4.2 Spirit of Netball

Criteria

Awarded to a team, club or person other than a current serving Board member, Competitions Committee member or paid employee, who has displayed commitment, sportsmanship and dedication towards WDNA and its members.

Nominations

To be received at the beginning of August, recipient to be ratified by the Board at the August Board meeting.

Award

To consist of a perpetual shield to be retained by WDNA, plus replica trophy/shield to be retained by recipient. Award to be funded by WDNA.

4.3 Carol Horrocks Award

Criteria

Awarded to a 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. This award is not to be awarded to any paid employees. This award may be awarded to any person involved with WDNA - a coach, athlete, umpire, Board or Committee member or other person associated with the Association. The award to be decided at the sole discretion of the President.

Nominations

Awarded by the current President. To be advised at the August Board Meeting

Award

To consist of a perpetual shield to be retained by WDNA, plus a replica trophy/shield to be retained by recipient. Award to be funded by WDNA.

4.4 Monica Holton Club Appreciation

Criteria

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

Nominations

To be received at the beginning of August, recipient to be ratified by the Board at the August Board meeting.

Award

To consist of a perpetual shield donated by the Holton family to be retained by WDNA, plus replica trophy/shield to be retained by recipient. Award to be funded by WDNA.

4.5 Mick Nanovich Shield

Purpose

Michael Nanovich was the inaugural Patron of WDNA from 1974 until his passing in 2005. He played a pivotal role in the establishment of WDNA in conjunction with others. He was a

resolute supporter of WDNA for over 30 years and we name this shield after him to remember and honour the considerable contribution he made to not only the establishment of our Association but also his ongoing support over many years.

Criteria

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

Award

To consist of a perpetual shield to be retained by WDNA, plus a replica trophy/shield to be retained by recipient. Award to be funded by WDNA.

4.6 President's Cup

Criteria

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

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.

Award

To consist of a perpetual shield to be retained by WDNA, plus a replica trophy/shield to be retained by recipient. Award to be funded by WDNA.

4.7 Umpire of the Year

Criteria

Awarded to the umpire who receives the most votes as voted by Open Division 1 teams weekly.

Nominations

Votes will be collated and counted by the Director of Competitions at the end of the last round.

Award

To consist of a perpetual shield to be retained by WDNA, plus a replica trophy/shield to be retained by recipient. Award to be funded by WDNA.

4.8 Most Improved Umpire Senior

Criteria

Awarded to an Academy umpire who has been judged by the AUDO to have made the biggest improvement in their umpiring ability and have taken on the feedback given to them.

Nomination

AUDO to advise the Board by the beginning of August.

Award

To consist of a perpetual trophy/shield to be retained by WDNA, plus replica trophy/shield to be retained by recipient. Award to be funded by WDNA.

4.9 Most Improved Umpire Intermediate

Criteria

Awarded to an Academy umpire who has been judged by the AUDO to have made the biggest improvement in their umpiring ability and have taken on the feedback given to them.

Nomination

AUDO to advise the Board by the beginning of August.

Award

To consist of a perpetual trophy/shield to be retained by WDNA, plus replica trophy/shield to be retained by recipient. Award to be funded by WDNA.

4.10 Most Improved Umpire Junior

Criteria

Awarded to an Academy umpire who has been judged by the AUDO to have made the biggest improvement in their umpiring ability and have taken on the feedback given to them.

Nomination

AUDO to advise the Board by the beginning of August.

Award

To consist of a perpetual trophy/shield to be retained by WDNA, plus replica trophy/shield to be retained by recipient. Award to be funded by WDNA.

4.11 Zoe Hoypoy Award

Criteria

Awarded to an umpire who has participated in the Green Shirt program and has been judged by the AUDO to have made the biggest improvement in their umpiring ability and has taken on the feedback given to them.

Nomination

AUDO to advise the Board by the beginning of August.

Award

To consist of a perpetual trophy/shield to be retained by WDNA, plus replica trophy/shield to be retained by recipient. Award to be funded by WDNA.

4.12 Coaching Excellence Award

Purpose

Awarded to a current WDNA Representative Coach who has displayed leadership and commitment to the Association in their role as a Lead Coach.

Criteria

1. Lead Coach of a WDNA Representative team
2. Attend all training sessions as set by the WDNA Board
3. Attend all scheduled matches set by Netball WA
4. Attend all functions as set by the WDNA Board
5. Assist in the development of any assistant and/or apprentice coaches
6. Attend upskilling of accredited coaching courses and/or workshops

7. Minimum of Intermediate Coaching Accreditation

Nominations

To be received by the beginning of March, recipient to be ratified by the Board at the March Board meeting.

Award

To consist of a perpetual trophy/shield to be retained by WDNA, plus replica trophy/shield to be retained by recipient. Award to be funded by WDNA.

4.13 TACT Coach Award

Purpose

Awarded to a current TACT Coach who has displayed leadership and commitment to the Association in their role as Lead Coach.

Criteria

1. Lead Coach of a WDNA representative team
2. Attend all training sessions as set by the WDNA Board
3. Attend all functions as set by the WDNA Board
4. Attend the Netball WA Association Carnival
5. Assist in the development of any assistant and/or apprentice coaches
6. Attend upskilling of accredited coaching courses and/or workshops
7. Minimum of Intermediate Coaching Accreditation

Nominations

To be received immediately following Championship weekend in June, recipient to be ratified by the Board via email.

Award

To consist of a perpetual trophy/shield to be retained by WDNA, plus replica trophy/shield to be retained by recipient. Award to be funded by WDNA.

4.14 Community Coaching Award

Purpose

Awarded to a current club coach within WDNA who has displayed outstanding dedication and commitment to the Association in their role as a coach.

Criteria

1. Minimum of 2 years coaching at WDNA
2. Minimum of Development Coaching Accreditation
3. Regularly attend upskilling of accredited coaching courses and/or workshops
4. Displays a high level of sportsmanship and leadership skills
5. Follows the WDNA Policies and Procedures, including the Code of Conduct

Nominations

To be received by the beginning of August, recipient to be ratified by the Board at the August Board meeting

Award

To consist of a perpetual trophy/shield to be retained by WDNA, plus replica trophy/shield to be retained by recipient. Award to be funded by WDNA.

5. Blood Policy

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

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

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

In the event that the primary care person/s advise the umpires that the player concerned cannot be removed safely within 30 seconds, the umpires will extend the time for the player to leave the court.

The umpires may authorise other persons (including team officials) to assist the player to leave the court if needed.

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

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

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

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

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

6. Bye Games and Postponements

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

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

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

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

7. Club Contacts

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

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

Any correspondence must be received by 12 noon on the Friday prior to Board Meetings which are usually held on the third Monday of each month. Any correspondence received after this time will be dealt with at the next meeting. All correspondence MUST come from the club contact.

8. Clubroom Hire

Club hire rates shall be reviewed and advised every year in the club AGM pack. This entitles the club up to 5 hours hire. Extra hours shall be negotiated with the WDNA Association Manager.

Non-member rates and bond shall be at the discretion of the Board.

WDNA equipment may be hired at a rate to be determined by the Board.

9. Coaching Accreditation

All coaches for any age group who wish to coach at WDNA **MUST be registered in PlayHQ** and produce evidence of **either** a current Netball Australia coach accreditation or evidence of attendance at the WDNA Beginners Coaching Course. Beginner Coaching courses will be conducted prior to the commencement of the WDNA Winter and Spring seasons and will remain valid for 24 months. Failure to comply with this requirement means the coach may not coach at WDNA until these requirements are met.

10. Code of Behaviour

It is the club's responsibility to ensure that their members and spectators are aware of and abide by the WDNA code of behaviour <https://wdna.net.au/forms-downloads/>

There is zero tolerance to any misconduct.

11. Complaint Handling Procedures

Game Day

Each team is provided with 2 cards – an umpire assistance card and a match office assistance card. If the team coach requires assistance with an umpiring matter, the umpire assistance card must be presented at the Umpires Office (top court) or the far court match office. If the team coach requires assistance with spectators or other issues, then the match assistance card must be presented at the Match Office (top court) or the far court match office. If a club misplaces their game day cards, they will be charged a \$10 replacement fee per card.

If a club has had an official attend on 3 separate games, then the club will be asked to attend a meeting to discuss the issues. This meeting must be attended by a club contact.

Official Complaints (\$25.00 fee payable)

The procedure applies to the following members and individuals:

- Players, Coaches (including assistant coaches), Umpires and any other official, or clubs who enter any WDNA competition, program or event and;
- Spectators associated with a club at WDNA.

A complaint must be lodged by the club contact on the appropriate form with the WDNA within 48 hours of the match together with a fee of \$25.00. The offence may have occurred before, during or after the competition, program or event, but must have occurred on WDNA premises. The car

park does not form part of WDNA premises.

The Board will refuse to accept complaints that have not been **signed by the club contact** and any complaints that are deemed to be frivolous, vexatious or otherwise mischievous in their nature. The final decision will rest with the DOC in conjunction with the Board and no refunds will be issued.

In the case of a WDNA Official making a complaint, the President (or representative) and DOC will determine if the complaint will proceed.

If a complaint is accepted, then the following procedure will apply:

- A Tribunal shall be appointed comprising of three people, the President or representative and two other independent Board members. No member of the Tribunal shall have any conflict of interest with either party.
- The Convenor of the Tribunal shall be the President or their representative.
- The Tribunal reserves the right to request assistance from Netball WA or any other incorporated body to assist with representation if required.
- The Association Manager of WDNA shall be responsible to:
 1. Advise all parties involved via email, advising the club contact the Tribunal date, time and place. This includes the person making the complaint, the person named in the complaint and any other officials involved in the complaint.
 2. Obtain confirmation from all parties that notification has been received.
 3. Ensure that all parties have been supplied with the relevant documentation regarding the complaint.
- During the Tribunal, all parties shall be interviewed separately.
- At the Tribunal, all players shall be accompanied by a recognised official of their club and players under the age of 18 may also be accompanied by a parent/guardian. A club official who is also a Board or staff member must declare a conflict of interest and may not appear at the Tribunal unless called as a witness.

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

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

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

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

If the Tribunal is not satisfied that the offence as charged has been established but is satisfied that a lesser charge has been established, then the Tribunal may apply the penalty applicable to the lesser charge.

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

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

Monetary penalties must be paid prior to the next playing date.

The Tribunal is not obliged to provide any oral or written reasons for any decision made .

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

12. Concussion Policy

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

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

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

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

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

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

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

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

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

13. Cyber Safety Policy

This policy is available on the WDNA website <https://wdna.net.au/forms-downloads/>

14. Eligible Players

An eligible player is one who has met all the registration requirements of WDNA. Playing an ineligible player during any match will result in a fine. (Penalty #10) An eligible player is a person who is correctly registered (this does not mean a role) on PlayHQ and allocated to a team.

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

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

Any player may play up **one** (1) age group from where they are eligible to play by birth date without approval from WDNA, except NSG players moving from NET to SET tiers. Please refer to the WDNA What Age Group Can I Play In chart. <http://wdna.net.au/forms-downloads/>

15. Ethics Clause and Member Transfers (Poaching)

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

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

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

If the board suspects that this policy has not been adhered to, they have the right to investigate and take appropriate action. The Board recommends that each club makes its own ruling with regards to coaching at more than one club. (Penalty #17)

WDNA Representative Coaches

May not have direct contact with a player to promote their club and to solicit the player's participation. This will be considered a poaching violation. Player contact includes, but is not limited to text messages, phone calls, emails, social media, and other written communication and/or in person conversations.

Responsible representatives may include parents of team members, team managers, coaches, club board members, directors of coaching and others perceived as an agent of the club. Any recommendation for the player to attend training, trials or any other team or club event by the representative would be inappropriate and considered an attempt to induce a player to leave their present organisation.

16. Fees

A non-refundable affiliation fee must be paid by each club before any team/player registrations will be accepted.

If any monies are not paid by the due date, the club shall be deemed unfinancial and no team from that club will be allowed to take the court until outstanding monies have been paid. All monies

that have not been paid by the due date will incur an administration fee of \$20 plus interest compounding daily at a rate of 10% per annum.

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

17. Finals

Upon confirmation, teams are required to update their teams in PlayHQ to include all players playing for that week, by 9:00am Wednesday. Club contact to email enquiries@wdna.net.au as soon as all teams have been updated. (Penalty #19) Clubs must confirm their teams EACH WEEK of the finals. If no changes are made, then an email stating that fact will be accepted.

All players must have taken the court for at least five (5) matches with their own club, on separate dates, before they may participate in finals matches.

No out of uniform permits will be issued for finals.

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

All teams in the finals will be available via the fixtures on the PlayHQ website and must be played on the day, date and time specified by the Association.

Order of Play –

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

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

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

Where teams finish the season with an equal number of premiership points, the relative positions on the premiership table are arrived at by dividing the goals scored for by the goals scored against. During a finals match where a draw is imminent (or likely), a team representative must come to the match office for an official. In the event of a draw at full time, two officials shall become the scorer and timer at the court and the order of play is as follows:

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

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

(a) During an interval

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

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

- During extra time, normal injury or illness procedures shall apply (refer Rule 9.3.1 Official Rules of Netball).

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

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

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

No umpire is guaranteed allocation of a Finals match.

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

18. Fines

	Reason for Fine / Penalty	Fine	Penalty
1	Failure to hand in a scorecard or Umpire of the year voting slip	\$50 and /or no Presidents Cup votes awarded for that game	Fine
2	Failure to complete a scorecard correctly.	\$10	Fine
3	Failure to provide a volunteer and/or convenor.	\$250 per volunteer – General \$500 per volunteer - Finals	Fine
4	Failure to attend compulsory meetings.	\$250 per person	Fine
5	Offensive, disrespectful, abusive language and/or behaviour to another player, umpire and/or WDNA official.	\$200	Fine and/or 1-3 weeks' suspension.
6	Physically harming or attacking another player, umpire, official or spectator.	\$350	Fine and/or 1-6 weeks' suspension or termination of membership of the association where applicable.
7	Unruly behaviour by a club official, player or spectator associated with that club.	\$200	Fine and/or 1-6 weeks' suspension or termination of membership of the association where applicable.
8	Any person proven to have provided false information.	Up to \$250	Penalty at the discretion of the Board.
9	Intentionally playing players under other registered names.	\$250 per player	Fine and Forfeiture of the match.
10	Playing an ineligible player.	\$100 per player	Fine and Forfeiture of the match.
11	Playing an ineligible player during a Finals match.	\$250 per player	Fine and Forfeiture of the match. No further part in Finals series. Penalty at the discretion of the Board.
12	Playing a player out of uniform without a permit.	\$20	Fine
13	Forfeiting a match without giving the office the required notice, including once the game has commenced.	\$100	Fine and loss of 2 points. Forfeiture of the match. Payment to both umpires by forfeiting club.
14	Forfeiting a Finals match.	\$250	Fine and No further part in Finals series.
15	Failure to supply a suitable umpire for the duration of the match.	\$80	Fine and Forfeiture of the match.
16	Failure to supply a suitable scorer or timer for the duration of the match.	\$50	Fine and Forfeiture of the match.

17	Failure to provide an umpire for finals.	\$250 per umpire	Fine
18	Violation of WDNA ethics and poaching clause.	Up to \$250 per player approached. Club charged up to \$250	Suspension at the discretion of the Board.
19	Inappropriate uniform.	\$50 per player	Fine
20	Failure to return forms or supply information as requested by the Association.	\$50	Fine and further penalty at the discretion of the Board
21	Team Withdrawal	\$250 -\$500	At the discretion of the Board
22	Contraventions of or other actions regarding the Social Media Policy	Up to \$500	Penalty at the discretion of the Board which could result in termination of membership.

19. First Aid

First Aid /Physio services are available each week.

20. Forfeits

Any team intending to forfeit a **Winter** match must have the club contact notify WDNA office by email no later than 11.59am on the Thursday prior to the fixtured game. **(Penalty #13)**

Any team intending to forfeit a **Spring** match must have the club contact notify WDNA office by email no later than 11.59am on the Monday prior to the fixtured game. **(Penalty #13)**

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

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

Open divisions: 30—0

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

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

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

11 & Under divisions: 10—0

NSG (SET and GO) divisions: 10—0

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

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

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

Clubs with WANL Players

In recognition of the importance of the WANL competition to the Netball WA pathway, WDNA reserves the right to reschedule ANY match that has been impacted by changes to the WANL fixtures by Netball WA. Affected Clubs may apply in writing to the Director of Competitions to request a rescheduled match due to fixture changes made by Netball WA after the commencement of the WDNA winter season. A decision shall be made by the Board and the decision shall be final. Clubs that are affected by any changes are required to either play the rescheduled game or forfeit as per the WDNA P&P.

21. Fundraising and Sponsorship

Each club is permitted one fundraising OR sponsorship event on the WDNA premises per season excluding Finals. Bookings are to be made by emailing enquiries@wdna.net.au after WDNA Close Date. Requests are on a first come, first served basis and are subject to approval depending on WDNA's obligations to sponsors and NWA.

If your club participates in both Friday and Saturday competitions, you can hold a fundraising event on both days in the same fixtured round.

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

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

Clubs who have existing sponsors displayed on their club gear bags/uniform/bibs or other clothing, banners, sun shelters or other visible items, prior to 2018 are required to register these with the WDNA Office by WDNA Close date for the competition year.

22. Grading

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

If WDNA choose to fixture a grading round, teams playing for points will have all points and percentage reset to zero and no further regrading will be done after the grading round.

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

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

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

23. Health Policy

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

<https://wa.netball.com.au/sites/wa/files/2021-03/Netball%20WA%20Health%20Guidelines.pdf>

24. Inclusion Policy

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

<https://netball.com.au/integrity-framework-policies>

25. Infectious Disease Policy

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

<https://sma.org.au/resources-advice/policies-and-guidelines/infectious-diseases/>

26. Injury Time

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

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

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

Serious Injury

In more serious cases, such as situations where the injured player:

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

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

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

27. Insurance

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

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

28. Interchange of Players

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

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

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

Players may **NOT** be interchanged between team lists after the WDNA close date. Players may only play up in accordance with the eligibility rules and must be correctly recorded on both the front and back of the scorecard. NetSetGO (SET and GO) players may borrow from their own club in accordance with the interchange rules, or from the opposition team. Players must be listed correctly on both the front and back of the scorecard as playing from another team, including fill-in players from the opposition team.

If a player is required to play up as a fill-in then the player's name should be written on the scorecard for that game.

If a player is moved to a different team list in PlayHQ after the WDNA close date, this will be deemed to be a permanent move, unless the player does not meet the eligibility rules.

A player may be permanently moved to a higher graded team, providing they are age eligible in PlayHQ. Once this change has been made in PlayHQ, the player no longer needs to be recorded on the back of the scorecard. Once a player has been moved up, they may not play in a lower team for the remainder of the season. This applies to both Winter and Spring competitions.

Once a player has been granted a permit to play up, they may not play in a lower age group or play up to another age division for the remainder of the season. This applies to both Winter and Spring competitions

29. Jewellery/Glasses and Nails

Jewellery

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

Should a player be found to be wearing prohibited jewellery after the commencement of the game, they shall be sent off the court and the jewellery removed. Play is to continue without that player. The position left vacant during the time the player is off the court must not be filled unless that position is Centre, in which case the team may move one player on the court to fill that position. The player may retake the court at the next centre pass, after inspection by the umpire.

Glasses

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

Nails

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

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

30. Match Play

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

All other winter matches will consist of 4 x 15-minute quarters, with a **three** (3) minute quarter

time interval and a **five (5)** minute half time interval. In spring, match times shall be advised.

All teams are to supply their own sports timer (**no mobile phones**) during the winter competition. WDNA reserves the right to centrally time any timeslot or competition as required

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

If a game is cancelled by a WDNA Official, no points will be awarded and a score of 0 – 0 will be applied.

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

31. Mixed Competition (If offered)

Players must be a minimum of 12 by the 31st of December in the year of the competition.

15 & Under and 18 & Under teams playing mixed netball may have a maximum of three (3) males on the court at any time.

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

The competition is subject to the policies and procedures of WDNA. Female players may still play in the mixed competition on a Friday night and a club team on Saturday. The mixed competition is a separate competition and the interchange of players between competitions is not allowed.

32. NetSetGO – GO Rules

Game Set Up

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

Year 5 - 3.05m (10ft) in height

Ball: Year 4 - Size 4 ball

Year 5 - Size 5 ball

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

Gameplay Rules

Time to pass the ball: Four seconds

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

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

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

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

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

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

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

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

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

The procedure for making a substitution during play is:

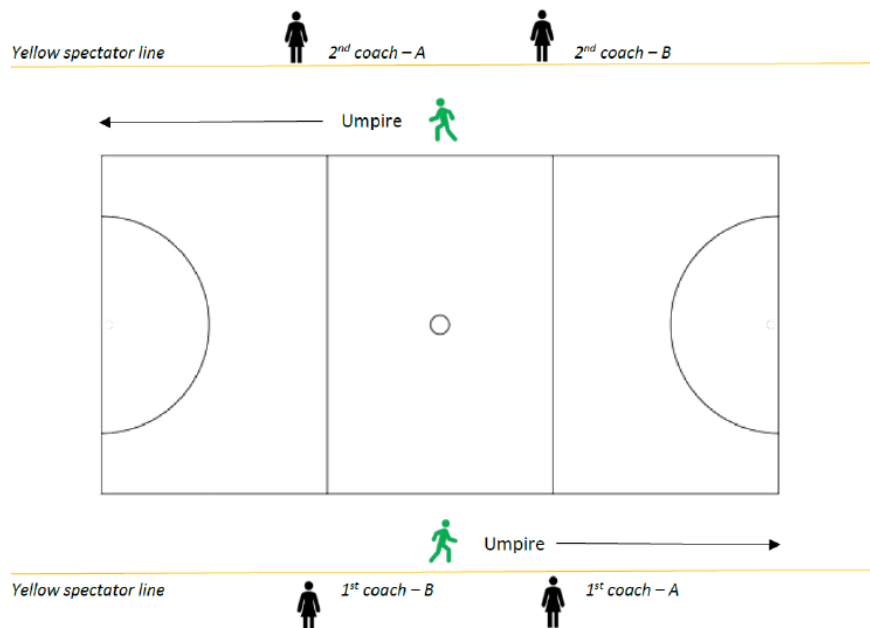
- Before entering the court, the substitute shall tag the player leaving the court.
- Both the substitute and the player leaving the court shall not interfere with the play during the substitution process.
- Both the substitute and the player leaving the court shall observe the Offside rule when leaving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

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

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

Coaches: During a NSG GO game, coaching is permitted by the coach **ONLY**.

Coaches must remain stationary on their selected sideline and are **NOT** permitted to enter the court during play. Should an injury occur it is preferable that the manager removes the player immediately from the court. A second coach is able to coach from a fixed position on the opposite corner of the court as per the diagram shown below.



33. NetSetGO –SET Rules

Game Set Up

Goal post: 2.4m (8ft) in height

Ball: Size 4

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

Gameplay Rules

Time to pass the ball: Five seconds

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

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

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

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

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

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

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

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

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

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

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

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

The procedure for making a substitution during play is:

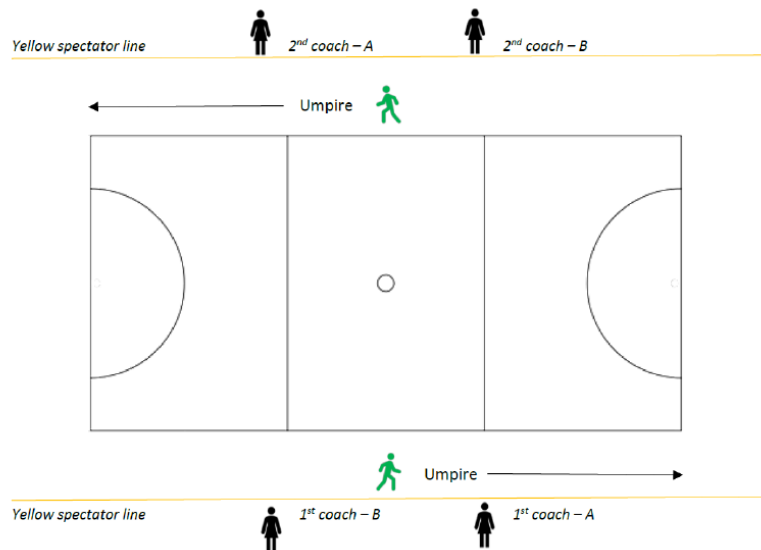
- Before entering the court, the substitute shall tag the player leaving the court.
- Both the substitute and the player leaving the court shall not interfere with the play during the substitution process.
- Both the substitute and the player leaving the court shall observe the Offside rule when leaving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

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

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

Coaches: During a NSG SET game, coaching is permitted by the coach **ONLY**.

Coaches must remain stationary on their selected sideline and are **NOT** permitted to enter the court during play. Should an injury occur it is preferable that the manager removes the player immediately from the court. A second coach is able to coach from a fixed position on the opposite corner of the court as per the diagram.



34. Permits

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

Clubs must apply for a permit for any player wishing to play up two (2) age groups from where they are age eligible. A permit is required for any NET player wishing to play up to the SET competition. Once a player has been granted a permit to play up, they may not play in a lower age group or play up to another age division, for the remainder of the season. This applies to both Winter and Spring competitions.

35. Photography/Video

Photography/videoing denial to be emailed to enquiries@wdna.net.au before the first playing date of either the winter or spring season. An alert sticker will be placed on the scorecard. Denial also includes live streaming to social media. Should a team wish to change their consent for photography/videoing, such advice must be sent from a club contact to the Association Manager.

36. Pregnancy Policy

Refer to Netball WA – https://wa.netball.com.au/sites/wa/files/2020-01/Website-SD07-Pregnancy-Policy_Updated-2016.pdf

37. Presentations and Functions

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

Appreciation Function

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

38. Proof of Age

WDNA reserves the right to request proof of age from any player throughout the season. Players have a period of time as specified by WDNA to provide the requested documentation to WDNA. (Penalty #10)

39. Racial and Religious Intolerance Policy

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

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

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

40. Registrations

Winter & Spring Registration Process

In November, a registration invitation will be sent in PlayHQ to all clubs from the previous year for the following Winter season. The registration invitation for the Spring competition will be sent to clubs in August. Any new clubs may request an invitation during these times. The links will remain open until the WDNA close date for the upcoming season.

All teams must be entered into PlayHQ prior to the WDNA close date. Each team registering must list a minimum of seven (7) players. Late team registrations may be placed on a wait list.

Clubs may register further new players in PlayHQ no later than 11:59pm on Thursdays for the Winter competition and 11:59pm on Mondays for the Spring competition. These players must be allocated to a team at this time.

The DOC reserves the right to limit teams.

We will not accept the registration of a club or players if they are unfinancial or under sanction/s with either WDNA or NWA or until all movies owing are paid in full.

WDNA reserves the right to charge an administration fee of \$25.00 on all requests for refunds and player withdrawals and noncompliance. This applies to both winter and spring registrations.

The DOC reserves the right to limit teams.

Late team registrations may be placed on a wait list.

41. Scorecards/Scorer and Timer

Scorecards

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

For privacy reasons, photographs should not be taken of the scorecard.

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

Player positions must be recorded on the scorecard for each player. If the positions are not recorded, the player/s will not be recorded as having played that game (potentially impacting their eligibility for finals).

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

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

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

WDNA Academy umpires will record any Warnings/Cautions on the scorecard.

Scorer and Timer

The first named team shall provide a competent official scorer and the second named team shall provide a competent official timekeeper (physically able) as per the fixtures for both winter and spring competitions. All timers and scorers **MUST** be a minimum of 16 years old. Scorers and timers must remain the same person for the duration of the game and cannot be interchanged.

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

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

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

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

The Scorer and Timer are responsible for timing a player suspension – 2 minutes. Both clubs are to provide a timer for this purpose.

42. Single Game Vouchers (SGVs)

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

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

When a fill in player is affiliated to Netball WA through another Association, a WDNA SGV must be purchased, and the name of the other affiliated club and Association must be included.

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

Players may only play for one club in any one season on a Single Game Voucher. (Penalty #10)

- Players can only purchase and play on two (2) separate Single Game Vouchers. Should a player take the court for a third time that player must pay full WDNA and Netball WA fees. Monies already paid for previous SGV's do not contribute towards the above fees.
- SGV's **DO NOT** count towards the five (5) games required to qualify for finals. .
- An SGV may **not** be used in Finals matches.
- A team may only have a **maximum of two (2)** players playing on a SGV in any one winter match. If a club has more than two (2) players on a SGV in any one match, the additional players are deemed ineligible players and fined accordingly. (Penalty #10)

Once a player has played for a club on a SGV, they are deemed to be affiliated with that club for that match and clubs will be held liable for the behaviour of the SGV player. (Penalty #10)

The SGV number **must** be recorded on the back of the score card.

- Once a SGV has been used to play, that player cannot play down to a lower division on the second or subsequent SGV's.

43. Social Media Policy

Board and Committee Members

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

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

If any member becomes aware of any negative comment made about the WDNA or any affiliated club, its brand, products and services on any social media they will not respond directly but inform the WDNA President as soon as possible.

Affiliated Clubs

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

- Must not offend, intimidate, humiliate or bully another WDNA club or member;

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

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

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

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

44. Spring Competition

All normal competition rules and policies/procedures shall apply to the Spring Competition.

Any team withdrawals after the WDNA close date will be charged a \$250.00 withdrawal fee. (Penalty #22) Failure to pay this fee will result in teams not being accepted in the following winter season.

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

The DOC reserves the right to limit teams and divisions and to make necessary adjustments to the fixtures to ensure an even competition. During spring the teams will be limited to divisions of 8. In order to avoid bye no games and uneven divisions there will be a wait list once even numbers are received. Teams may not be accepted based on the above.

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

In the event of a minor injury no time is held, the player is removed from the court and the game is continued. In the event of a serious injury where the game cannot be recommenced, the outcome shall be determined by the Director of Competitions, refer to the injury Procedure.

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

During the Spring competition, players are permitted to wear gloves, but nails must still be cut short, all OTHER jewellery restrictions apply

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

45. Training Court Allocations

Courts required for training and grading purposes between December and February can be requested by emailing the WDNA Association office from December 1st. No requests will be considered before this date.

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

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

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

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

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

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

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

46. Umpiring Accreditation

All umpires who wish to umpire at WDNA **must** be registered as an umpiring official through PlayHQ and completed and passed (70%) the Rules of Netball Theory Examination. The cost of the examination is determined by Netball Australia.

Clubs need to submit their list of umpires that wish to umpire Net Set Go (SET and GO). **Each** of these umpires will also be required to attend a NSG Modified Rules workshop at WDNA **prior** to umpiring and complete and pass (70%) an online test as provided by the AUDO. Please note that this is in addition to teaching umpires how to umpire, therefore it is highly recommended that experienced umpires are used so they have a good working knowledge of the full rules with the workshops consolidating the modifications.

Attendance at the NSG workshop is at a cost of \$5 per umpire and the qualification remains valid unless there are significant modified rule changes, or the umpire has not been actively umpiring for two years. Umpires attending the NSG School Holiday clinic from 2021 will be deemed as having attended a NSG workshop but will still be required to complete and pass the online test as provided by the AUDO.

Failure to complete the workshop will result in an inability to umpire NSG at WDNA. Should a club be found to be using umpires that are not appropriately accredited **Penalty #15** will apply.

The suitability of an umpire for the level of play may be decided by the AUDO or their representative. Should an umpire be deemed unsuitable, the AUDO or their representative reserves the right to remove an umpire from a game and the club will need to provide someone more suitable, failure to do will result in the application of **Penalty #15**. The AUDO will provide the removed umpire and their representative club written recommendations for further development. If an umpire is removed three times, they will not be able to umpire until they have attended a WDNA upskilling workshop, at the cost of the umpire.

47. Umpiring Development and Badging

Umpires umpiring at WDNA may put themselves forward for screening and testing for a National Badge, however they will be required to pay an upfront fee to WDNA to cover the cost of the badge, the screening, plus administration paperwork.

Umpires from any other associations that require coaching/screening for badging will be charged a fee of \$150 for the screen and the test only, if further coaching is required, this is an additional cost. These fees are set by the WDNA Board. Umpires who are not affiliated with WDNA also pay a WDNA affiliation fee of \$30.00 prior to being coached and must already be affiliated to Netball WA in order to be tested. Priority of coaching/screening shall be given to WDNA Umpiring Academy umpires.

48. Umpiring Procedures

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

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

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

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

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

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

In the event of a team failing to supply an umpire and the umpire's office being unable to supply a suitable replacement, then that team must either find a suitable umpire within five (5) minutes or the game is forfeited and the relevant penalties are applied **(Penalty #13 and #15)**

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

If a player is suspended or sent off by an umpire, the suspension is applicable to all games at that timeslot.

Interference or abuse of umpires by players, spectators or team officials will **NOT** be tolerated. **(Penalty #5)**

49. Umpiring Uniforms

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

50. Unfinancial Clubs/Players

Any club or player owing money either to WDNA or Netball WA shall be deemed unfinancial.

Money owing can be in the form of fees, fines or other penalties, etc.

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

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

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

51. Uniforms

Clubs are permitted to offer uniform options within their registered uniform design to all their players. These may consist of a playing dress, playing singlet and shorts/skorts/skirt. If a club provides uniform options for their members, all uniform options must be matching, and singlets must match the playing dress. Shorts style must be approved by the Board and must have the club's name or logo on them. These options will be available across all age groups from NSG to Open. Board approval is required prior to any uniform option being added to the club's existing uniform. New clubs must detail their uniform options in their application form and supply photos or PMS colour numbers.

Refer to NA Member Protection Policy for further information regarding uniforms. https://netball.com.au/sites/default/files/2019-07/Member-Protection-Policy-and-Attachments_FINAL-APRIL-2017.pdf

No two (2) clubs shall have the same uniform to the exclusion of bibs, the only exception being school based clubs as they are permitted to wear their school uniform/school sports uniform.

No long sleeve shirts are permitted to be worn under the club's uniform except for teams not playing for premiership points or if a valid medical certificate or cultural reason for this. Written proof is required and should be sighted by the Association Manager.

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

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

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

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

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

The DOC may grant a permit for playing out of uniform at the beginning of the winter season if a club provides proof of delays by a supplier or for religious reasons.

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

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

52. Volunteers

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

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

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

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

All volunteers must be a minimum of sixteen (16) years of age and must wear enclosed footwear due to the variety of duties volunteers are expected to undertake.

53. WDNA Association/Invitational Teams

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

Players chosen to represent WDNA at the annual NWA Association Championships underage divisions shall be chosen from the WDNA Talented Athlete and Coaches Training (TACT) program. The TACT program policies are available from the WDNA match office.

Further Open/Masters teams may be entered into NWA Association Championships under the following provisos:

- A suitable coach (minimum Intermediate level) must be appointed by the Board
- Players currently playing in divisions 1 to 3 for Open to be invited to participate, there will be no trials and a maximum of two teams will be taken.
- Players over 35 years of age can nominate to be considered for a WDNA Masters team/s at the discretion of the ADO

Fees for all representative teams and programs shall be set by the WDNA Board and advised to players. These fees are non-refundable.

Athletes and coaches may only play or coach in a WDNA program if they have no current affiliation with any other NWA affiliated Association.

54. Weather

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

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

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

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

Lightning

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

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

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

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

Mutual Abandonment – Severe Weather Only

(Applies to NSG- SET and GO and 11 & Under only)

In the event of **severe weather**, teams in these age groups may choose to mutually abandon the game. This can only occur if BOTH coaches are agreeable and the third quarter has commenced. Scores will stand as at the point of abandonment.

The scorecard must be signed by both coaches to signify their agreement.

If one team does NOT agree then the forfeit clause (2.8) and fine (**Penalty #13**) will apply.

55. Withdrawals

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

Refunds will only be considered with a medical certificate. Should the application be successful an administration fee of \$25 may be applied. Submission date for form must be within four (4) weeks of injury.

56. Working with Children Check

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