

**KIAMA NETBALL ASSOCIATION INCORPORATED
BY-LAWS**

1. The Kiama Netball Association Incorporated (the Association) abides by the All Australia Netball Association (A.A.N.A.) Rules, unless otherwise stated herein.

2. ASSOCIATION MEETINGS

- a) Association meetings are held on the second Wednesday of each month and attendance is compulsory.
- b) A club shall consist of one or more teams. Any club with five (5) or more teams may have three (3) delegates at each meeting and clubs with less than five (5) teams may only have one (1) delegate at each meeting.
- c) A maximum of TWO apologies per year will be allowed from each club. A fine of \$25 per meeting will be incurred if there are any more absences. Any club not paying their fine will be considered unfinancial and no member of that club will be allowed to play until that fine is paid.
- d) All correspondence must be to the Secretary by 5pm on the Monday before the meeting.
- e) All complaints or protests must be put in writing and come to the Association Secretary through club secretaries. No other form of complaint or protest will be dealt with.
- f) All delegates must be financial members of Kiama Netball Association Inc. and must be 18 years of age or over.

CLUB AFFILIATION AND COLOURS

- a) New Clubs must apply to the Association Secretary before deciding on the name their club wishes to use, and the colour they wish to have for their uniforms. This must be registered and have the approval of Council.
- b) Clubs wishing to change their uniform must have the approval of Council.

3. UNIFORM

- a) Players shall not be allowed to compete in competition matches unless wearing the registered uniform of their club.
- b) In extreme cold weather as determined by the Kiama Netball Association Committee players may wear a long sleeved white shirt and ankle length black pants under their club uniform. Players not in the correct uniform will be asked to leave the court.

Note: the KNA Committee will post their determination on the Associations website and Facebook posts only when extreme cold weather is determined.

- c) Anything of a dangerous nature (non-flexible sun visors etc.) must not be worn.
- d) Bike pants permitted as long as they do not extend BELOW the uniform.
- e) Gloves are not permitted.

4. AGE GROUPS

- a) Divisions and grades will be assessed from year to year based on club entries received.
- b) A player's age on 31st December in the year of play will determine their division.
- c) The competition may be conducted in the following divisions, given team numbers available:

Seniors:	recommended age 16 years and over, minimum age 14 years.
Cadets:	minimum age 14 years maximum age 17 years
Intermediates:	13 – 15 years
Juniors:	11 – 12 years
10 Years:	Minimum 8 years, maximum 10 years
Modified /NetSetGo:	minimum 5 years, maximum 10 years

5. REGISTRATIONS

- a) All registered and deregistered players must be submitted through their club.
- b) Registration fees for each year shall be set by Council
 - i. Initial registration will be invoiced to each club for online registrations and payable by club cheque on the Association registration day/s
 - ii. Late registrations will be made via late registration forms and payable by club cheque to the Registrar prior to the player taking the court.
- c) To become registered
 - i. Members may register themselves online directly where and when available, or;
 - ii. Members may register online through their club, or;
 - iii. Members shall submit completed Netball NSW forms to the Association through their club,
 - iv. Members must not be unfinancial members.
- d) All teams may have a maximum of twelve (12) players.

- e) Team registrations shall close on a date to be fixed by the Association each year. Such registrations shall be on the appropriate forms and shall be accompanied by the team's registration fees.
- f) After this date the only team entries to be accepted will be those which take up "byes" in the corresponding divisions.
- g) Once a team is registered, any further registrations of players will be on an official late registration form. This form, duly completed and accompanied by a completed Netball NSW registration form, must be submitted with all details on Late Registration Days at timeslots as set by Council. No other late registrations will be accepted. Registration fees must be paid with a club cheque with the duly completed registration forms otherwise the later registration will not be accepted.

Late registrations of members transferring from another Association must be completed one (1) week prior to them taking the courts to play and are subject to a Netball NSW clearance.

- h) Deregistration must be on an official Deregistration Form, signed by the club Executive and submitted to the Registrar to be received no later than one week prior to the date set for semi-finals.
- i) a player who has previously played a higher division will not be able to register late with a lower division team, unless it is approved by the Grading Committee.

PENALTY FOR PLAYING AN UNREGISTERED PLAYER: LOSS OF TWO (2) COMPETITION POINTS AND NO GOALS TO BE RECORDED.

- j) A specimen signature must be provided by each player and submitted to the Registrar within two (2) weeks of the commencement of the competition. A specimen signature sheet is incomplete if a team members has played but not signed the specimen signature sheet.

Loss of two (2) competition points for each game played where the specimen signature sheet has not been submitted or the team fields a player that has not signed the specimen signature sheet once submitted.

- k) i) all players shall comply with the Constitution, By-laws and policies of the Association (details of these may be found on the Associations website).
- ii) a player should notify the Association of any condition which may affect their performance or participation in the sport of netball including but not limited to for example: epilepsy, pregnancy etc.
- l) No team will be registered without paying for at least seven (7) players.

- m) i) Each Senior and Cadet team registered must have a minimum of **TWO (2)** registered players in that team qualified to umpire i.e. Current Umpires Theory Exam pass. Teams **NOT** meeting this requirement WILL NOT BE REGISTERED.
- ii) Each Intermediate and Junior team registered must have a minimum of **ONE (1)** qualified umpire name with the team i.e. Current Umpires Theory Exam pass. Teams **NOT** meeting this requirement WILL NOT BE REGISTERED.
- iii) No umpire may be listed with more than one team.
- n) New clubs must ensure that **AT LEAST TWO (2)** umpires per team have a current Umpires Theory Exam pass.
- o) Deregistration of members may occur: -
 - i. If a player deregisters on or before Round 7 and has not played, they shall receive one-third (1/3) of their membership fee as refund.
 - ii. If a player has played, they shall receive no refund.

Thereafter, no money will be refunded unless there are extenuation circumstances, which will be determined by the Association's Committee.

- iii. Non-player, Net-Set-Go and players with a disability deregisters shall receive no refund unless there are extenuating circumstances as determined by the Association's Committee.

p) Players may register for one day but if they wish to play again, they must be fully registered. The amount paid for a one day registration will be subtracted from the total registration fee.

q) One day registrations will not be included in the maximum of **twelve (12)** registered players per team.

r) **THREE (3)** boys maximum per team allowed to play in a junior/modified team.

s) All clubs will be required to pay a **\$50** bond on Registration Day. Clubs failing to carry out canteen duties, umpiring duties, time-keeping duties and any other duties set by the Association will forfeit **\$25** for each duty missed and this will be ratified at the next Association meeting. If the fine is not paid and all bond money is exhausted, the club will be classified as unfinancial and therefore no team from that club will be permitted to take the court until the fine is paid.

t) Transfer of registration from one club to another must be on the designated form, signed by the Registrar of both clubs involved and submitted by the club the player is transferring to with a transfer fee. Acceptance of players transferring into teams is at the discretion of the Association's committee.

6. GRADING

- a) No team will be graded without seven (7) registered players being nominated by the Late Registration Day prior to grading day.
- b) i) All Clubs must grade players in order of standard to ensure that all players are placed in the correct grading according to their ability
 - ii) Clubs must grade their teams and number them in order of standard.
- c) The Grading Committee will grade all teams.
- d) All senior and cadet teams will be graded on paper with the option to do so on court if required.
- e) All junior and intermediate teams will be graded both on paper and on court where possible (weather permitting).
- f) A system of promotion and relegation for teams returning (based on five returning players in the team from the previous season) shall apply across grades within the same division (age groups). One up one down minimum where possible.
- g) Teams with **five (5)** or more representative players may be graded in a higher division.
- h) Re-grading will be left solely to the discretion of the Grading Committee.
- i) The Grading Committee has the power to place teams in Divisions and Grade considered warranted by such Committee, without any contact with Club personnel whatsoever. However, if two teams from one Club are placed in the same Division or Grade by the Grading Committee, the Club is to be given the opportunity to parallel such teams and inform the appropriate Registrar within fourteen (14) days.
- j) Re-grading in all other instances except for those circumstances outlined in 6. i) above, will be left solely to the discretion of the Grading Committee.
- k) All appeals with respect to initial grading must reach Kiama Netball Association Secretary within forty-eight (48) hours of Association grading and will be dealt with by the Grading Appeals Panel whose decision shall be final (subject always to club clause 6.i) above).

8. PLAYING REGULATIONS

- a) Players must be registered as per **By-Law 6. Registrations.**

- b) A team must have **five (5)** of its registered players on court at all times.
- c) No senior or cadet team shall field players who as at 31st December in the year of play will be under the age of 14 years.
- d) No Intermediate team shall field players who as at the 31st December, in the year of play, will be under the age of eleven (11).
- e) A player registered in an intermediate or cadet team may play in a senior team provided she complies with **By-Law 8. c) Playing Regulations**.
- A player registered in an intermediate team may play in a cadet team provided she complies with **By-Law 8. c) Playing Regulations**.
- f) No player shall play in a lower grade than that which she/he is registered.
- g) A player from a lower grade may play in a higher graded team, **BUT** having played **three (3)** matches in that higher graded team, she shall be considered a player of that team. No Player shall be considered a member of a higher grade team than that in which she is registered, unless she has played at least **three (3)** competition matches in that team.
- h) When a club is fielding more than one team in any one grade, players may not interchange teams within the same grade.
- i) Modified games will be run under Netball NSW guidelines.

PENALTY FOR NOT COMPLYING WITH THE ABOVE PARAGRAPH: FORFEIT MATCH TO OPPOSING TEAM AND NO GOALS TO BE RECORDED.

9. DURATION OF PLAY

- a) All games are centrally timed and no injury time will be played.
- b) The Association recommended player times are:-

MODIFIED/NETSETGO:	10 minutes play	2 minutes break
10 YEARS:	10 minutes play	5 minutes break (half time)
JUNIOR B & C:	10 minutes play	2 minutes break
	10 minutes play	Full time
SENIORS:	15 minutes play	2 minutes break
CADETS:	15 minutes play	5 minutes break (half time)
INTERMEDIATES: (max)	15 minutes play	2 minutes break
JUNIOR A: (max)	15 minutes play	Full time

10. CLAIMING FORFEITS

- a) A forfeit may be claimed if the opposition cannot field the minimum team of **five (5)** registered players within **five (5)** minutes of designated starting time.
- b) If at the designated starting time the opposing team has five (5) players, then play must commence on time. A forfeit may be claimed if this team refuses to play. The exception to this is if the late player is still umpiring at another match.
- c) Once a game has commenced, should a team be unable to complete a game due to insufficient players on court, that team shall be deemed to have lost the game. Such early termination of the game, however, shall not constitute a forfeit of the game by the offending team.
- d) Provided that due notice (**Friday 7 pm**) has been given of forfeit to Registrar, the scoresheet need not be completed by the winning team, and points will be recorded automatically by the Registrar.
- e) All registered members of the team receiving the forfeit will be deemed to have played on that day.
- f) Once the notice of a forfeit has been given to the Association Registrar, the forfeit cannot be rescinded.
- g) Teams who are playing on indoor courts who forfeit will be responsible for paying the court fees for **BOTH TEAMS**.
- h) A team that forfeits **three (3)** times will automatically be withdrawn from the competition.

11. SCORESHEETS

- a) Each team must supply a responsible scorer for their match who shall sit together for the entire match. Teams failing to supply a scorer or sign the scoresheet must accept without challenge the scoresheet as submitted by the opposing team.
- b) The Registrar can only accept the score as kept on the official scoresheet by the scorers.
- c) Scoresheets must be completed correctly, i.e.
 - i) All players participating in the match must sign the scoresheet, prior to taking the court.

PENALTY FOR FAILING TO COMPLY WITH PARAGRAPH (players with missing signatures) c) i) PLAYERS SHALL BE DEEMED NOT TO HAVE PLAYED WHICH WILL AFFECT QUALIFYING FOR STATE, STATE AGE and/or FINALS.

ii) **NO PERSON** may sign on for another player.

PENALTY FOR FAILING TO COMPLY WITH PARAGRAPH c) ii) LOSS OF TWO COMPETITION POINTS.

d) The captain of a team is responsible for signing the scoresheet as correct. If a team official considers the scoresheet is incorrect, she/he shall sign it on the back and give her/his reasons for not accepting the scoresheet as correct.

e) Should the captain omit to sign the scoresheet, she must accept without challenge, the scoresheet as submitted.

f) The captain of the winning team is responsible for placing the scoresheet in the Association scoresheet box immediately upon the conclusion of the match. No scoresheet will be accepted after the day of play. Once scoresheets have been placed in the box, they can only be removed by the Association Registrar or President.

g) In the event of a drawn match, **BOTH** captains are responsible for the scoresheet being placed in the box.

h) SCORESHEETS SHOULD BE FILLED IN WITH BALLPOINT PEN.

i) When an injury occurs a team official will note it on the scoresheet and sign the notation.

12. POINTS

Competition points are awarded as follows: -

Win – 2 points: Draw – 1 point: Bye – 0 points: Forfeit – 2 points

For partially completed rounds (at the Registrar's discretion) i.e. in the event that a team has been moved divisions by the Grading Committee, until the full round is completed.

13. CALLING OFF GAMES

a) Only the Umpire or an Association Official may call off a game.

b) If a team official makes a request to forfeit, then the game may finish.

14. WET WEATHER

- a) Any decisions regarding wet weather will be made solely by the Wet Weather Committee.
- b) The Association Wet Weather Committee will decide by **8 am** whether the courts are playable for the **9 am, 10 am and 11 am games** and by **11 am** for the **12 noon, 1:30 pm and 3 pm games**.
- c) If a game is abandoned **BEFORE HALF TIME**, competition points will be equally divided and no goals recorded. If a game is abandoned **AT OR AFTER HALF TIME**, result will be whatever the score was when the game was abandoned.
- d) All players having played in an abandoned game will be deemed as having played the game.
- e) If some teams in a division have completed games, the round may be played in that division only, at an appropriate time.

15. UMPIRES

- a) All umpiring will be allocated by the Umpires Committee. All umpiring appointments are final and no appeals will be considered.
- b) All umpires must be members of Netball NSW, and hold a current theory pass and show evidence of this pass to the Umpires' Convenor, before they are permitted to umpire.
- c) The Umpires Committee shall Coach/Mentor and encourage all umpires through the Kiama Netball Association Development Program, practical steps as they work towards their Netball Australia C Badge.
 - i. KNA Step 1 – Clubs responsibility in line with the guidelines provided by the Umpires Committee
 - ii. KNA Step 2 – to be organised by Clubs with the Umpires Committee to allocate suitable Coaching/Mentoring and Assessors.
 - iii. National C Badge and beyond – to be organised by Club with the Umpires Committee to allocate suitable Coaching/Mentoring and Assessors as per Netball Australia framework.
- d) i) Each Senior and Cadet team registered must have a minimum of **TWO (2)** registered players in that team qualified to umpire i.e. Current Umpires Theory Exam pass. Teams **NOT** meeting this requirement **WILL NOT BE REGISTERED**.
 - ii) Each Intermediate and Junior team registered must have a minimum of **ONE (1)** qualified umpire name with the team i.e. Current Umpires Theory Exam pass. Teams **NOT**

meeting this requirement WILL NOT BE REGISTERED.

iii) No umpire may be listed with more than one team.

- e) New clubs must ensure that **AT LEAST TWO (2)** umpires per team have a current Umpires Theory Exam pass.
- f) Umpires must be 14 as at 31st December in their year of play to be allocated to a senior game unless extenuating circumstances exist as determined by the Umpires Committee.
- g) If the team fails to provide an umpire for their allocated duty, the team will lose **three (3)** competition points. The club is then responsible for allocation of an umpire for that game. If the club fails to provide an umpire the club will be fined \$25.

16. SEMI FINALS, FINALS, GRAND FINALS.

- a) In situations where the points scored by a team are even at the end of the competition rounds, the placement of teams shall be determined thus:
 - i) 1st and 2nd Positions – if two teams are equal on points then both will be considered as “Joint Minor Premiers”.
 - ii) 2nd and 3rd Positions – if two teams are equal on points for the second and third positions, a goal count as defined in b) will apply to determine the order of the Semi-finalists.
 - iii) 3rd and 4th Positions – if two teams are equal on points for the third and fourth positions, no goal count will apply.
 - iv) 4th Position – if two or more teams are equal on points for 4th position, then a goal count as determined in b) will apply to determine this position.
- b) The goal count shall be determined as being:
 - i) the total number of goals scored by the team, divided by the total number of goals scored against the team;
 - ii) this number is then multiplied by 100 and then divided by the actual number of matches played by the team;
 - iii) The number of matches actually played by the team refers to all matches played over all grades for the season and includes those matches a team has forfeited but does not include matches where the team has received a forfeit. (Refer to Netball NSW Rules for Championships and Competitions Nov. 2005).
- c) At the conclusion of each competition a Semi-final, Final and Grand Final will be played by each division, excluding Modified. The playing order shall be:

- i) Major Semi-final – Position 1 plays Position 2 – with winner advancing to the Grand Final and loser to the Final;
 - ii) Minor Semi-final – Position 3 plays Position 4 – with winner advancing to the Final and loser being eliminated;
 - iii) Final – loser of major semi-final plays winner of minor semi-final – with winner advancing to the Grand Final and loser being eliminated;
 - iv) Grand Final – winner of i) playing winner of iii).
- d) In a Semi-final or Final where scores are equal at full time:
- i) six (6) extra minutes will be played by Seniors, Cadets, Intermediates, Juniors and 10 Years, with three (3) minutes played each way with no interval, and if at the end of this time the scores are still equal then
 - ii) Two (2) extra minutes will be played each way until a result is achieved.
- e) In a Grand Final where the scores are equal at full time,
- i) six (6) extra minutes will be played by Seniors, Cadets, Intermediates and Juniors with three (3) minutes played each way with no interval, and if at the end of this extra time the scores are still equal then both teams will be declared “Joint Premiers”.
 - ii) For the 10 Years competition no extra time will be played, the teams will be declared joint premiers.
- f) Injury time up to a maximum of six (6) minutes will be added to the end of the final quarter in all Semi-final, Final and Grand Final matches.
- g) Each team participating in a semi-final, final or grand final game must supply a scorer and a timekeeper. Any team that does not supply either of the above shall forfeit the match to the opposing team.
- h) Before the start of the game, the names of up to twelve (12) players, one of whom shall be nominated as the Captain, must be provided to the Scorers and duly recorded on the Scoresheet. (Refer Rule 3.2.2 & Rule 4.4).
- i) A registered team member for a team will be deemed to be a player that has played at least three (3) competition matches with that team.
- j) A team shall be immediately disqualified if it fields a player that is not a registered team member or a recognized borrowed player.
- k) A player will be deemed to be a borrowed player if:

i) they are a registered member of the same club, but are not a registered team member of the team seeking the borrowed player, and

ii) The registered member has only played in a lower grade to the one to which they are being promoted.

l) A borrowed player may only be used by a team provided that:

i) the team in which that player is registered has been eliminated prior to the day of the semi-final, and / or

ii) the team in which that player is registered has been eliminated prior to the day of the final, and / or

iii) the team in which that player is registered has been eliminated prior to the day of the grand final.

m) A team must play all of its registered team members before a borrowed player can be fielded.

n) A borrowed player may only be fielded by a team if:

i) In the event of a team being unable to field 7 of its registered players in a Final Series game a player/s may be borrowed, in accordance with the normal borrowing guidelines; from a lower age, grade or division, 5 original players must be on the court at all times; if a borrowing player has played 3 games she will be deemed to be in that team.

ii) Before a borrowed player takes the court in the Final Series each Club's Registrar or Secretary must provide a written letter stating the players name, age, grade and team number they are currently registered in and the grade and team number of the borrowing team for the Final Series.

The Kiama Netball Association Executive Committee will advise if approval is granted on the day.

Failure to comply with the above request will result in the team being considered playing an ineligible player and a penalty forfeit will be instigated.

iii) If 7 players of the playing team are available, a borrowed player may only play if a team member is injured or becomes ill. If an injured or sick player is able to resume playing then the Borrowed player must leave the court.

iv) If an ineligible player participates in any game in the Final Series, the team using this ineligible player forfeits the match in which this infringement occurred.

o) A team may borrow a maximum of two players, provided the above criteria is fulfilled.

p) Only registered team members, as specified in 16 (i) shall be eligible to receive an Association Award.

17. DISPUTES RESOLUTION

The Disputes Resolution process will be that which has been adopted by the Association – please see the Netball NSW Member Protection Policy for further information and policies.

18. REPRESENTATIVE TEAMS

- a) Coaches and Managers must apply in writing to the Secretary for Coaching and Managing positions by a date set by Council. The date set for Managers positions will be AFTER the dates set for Coaches positions.
- b) All representative Coaches and Managers must comply with Working with Children Checks and provide their Working with Children Check status, date of birth, registration number and expiry date to the Association Secretary for verification before their appointment may be ratified.
- c) All representative Coaches must have a minimum current Coaching Accreditation as set down by Netball NSW.
- d) Selectors must obtain a 'Select for Success Certificate' available online via Mynetball.
- e) If a Coach's or Selector's IMMEDIATE FAMILY is involved. The coach or selector must withdraw from the selection of that particular player.
- f) Players will be expected to cover all costs relating to participation in representative teams including but not limited to: uniforms, kit bags, photos, bus travel to carnivals and championships, accommodation and tents for championships, costs associated with coaches, managers and umpires for carnivals and championships.
- g) Any representative player from the previous season wishing to change clubs must submit an application to the Association Committee for approval with their registration.
- h) Representative players who have a pre-existing injury must supply the Association a clearance to play from their treating medical practice.
- i) Each prospective representative player must sign on official Representative Teams Application/Commitment form by the dates set by the Association. This form shall be signed by the parent/caregiver for all players under 18 years of age. Players who have not submitted this form will not be considered at final selections. Thereafter, players who withdraw from the selected team through personal choice will not be permitted to participate in representative selections for the next representative year.

- j) A Representative Committee will be formed each year with one representative from each team to assist with the organisation and fundraising relating to representative teams.
- k) Players selected in State and State Age Representative teams MUST demonstrate a commitment to their club for the FULL season by participating in competition matches for the entire season. This should consist of at least FOUR (4) matches prior to State Championships and FIVE (5) prior to State Age Championships and a total of at least 50% of matches over the entire seasons. Consideration may be given to players by the Committee in extenuating circumstances. Failure to comply will mean the player will not be permitted to participate in representative selection for the Association for the next presentative year.
- l) Any representative player in 14 years team or higher, must hold a current Umpires Theory Exam pass prior to Round 1 of the Association's competition. Proof should be given to the representative coach or manager for distribution to the Umpires Convenor.
- m) Payments of representative accounts or arrangement for payment of presentative accounts must be made to the Association Treasurer at least one (1) week prior to their participation in State or State Age Championships (depending on which is relevant to the player). Failure to comply will deem the player/member unfinancial and thus not allow that player/member to participate in ANY Association activities, be it representative teams, the normal competition, fundraising etc. until they are again deemed to be financial. Such player/members applying for representative teams in the following year will also be excluded from being allowed to trail.
- n) Teams (10 players) plus FOUR (4) reserves will be selected at trials.
- n) An Appointments Panel will be elected to consider applications from Representative Coaches and Managers and to appoint these positions.

19. COACHES

- a) All Coaches, Managers and Officials must actively encourage all players to remain with their current club.
- b) All Coaches must complete the online Basic Principles of Coaching are encouraged to complete a Foundation Course as the minimum coaching accreditation recognised by Netball NSW.
- c) The Association recommends that club complete a risk assessment for Working with Children Check's for all coaches, managers and officials and that those personal deemed to require a Working with Children's Check registration provide their registration number, date of birth and expiry date to their authorised club person for verification.