



NETBALL VICTORIA BYLAWS FOR AFFILIATED ASSOCIATIONS

As at 3/9/2018



WHITEHORSE NETBALL ASSOCIATION INCORPORATED

(Registration No. A0031332Z)

BYLAWS

DATE: 12 MAY 2020

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DEFINITIONS

“Association” means the Whitehorse Netball Association Incorporated.

“Bylaws” means these By-Laws of the Association as amended from time to time.

“Board” is the governing body of the Association.

“Club” means a non-profit incorporated body which has an interest in netball and is affiliated with the Association.

“Club Delegate” is a representative of a Club or Team who liaises with the Board.

“Constitution” means the constitution of the Association as amended from time to time.

“Ineligible player” is a player who is not entitled to participate in a game, which may include a player who has not qualified or a player not eligible to play in that age section.

“Team” is a team which is not affiliated with a governing Club at either the Night Competition or the Saturday Competition.

"Team Official" has the meaning given to it by Bylaw 22.

BYLAWS

These Bylaws govern the Association. They are the operating procedures that determine the conduct of the Association and its members under Rule 30 of the Constitution. The Board adopted these Bylaws on 12 May 2020. Any amendments to these Bylaws come into effect on the date they are approved by the Board and will remain in force until amended, repealed or replaced.

1. CLUB DELEGATE MEETINGS

- 1.1 Club Delegate meetings will be held annually on the dates determined by the Board and advised to Clubs from time to time.
- 1.2 All Clubs must be represented by at least one delegate at the Club Delegate meeting.
- 1.3 Clubs who do not comply with Bylaw 1.2 may be fined by the Board

Penalty: *\$100 fine*

2. CORRESPONDENCE

- 2.1 All correspondence sent by a Club to the Association must be sent in writing from the Club Secretary or authorised person to the Association General Manager.
- 2.2 All correspondence from the Association to a Club will be addressed to the Club Secretary or authorised person.
- 2.3 The Association shall provide information to all Clubs prior to the start of the season. This information may include:
 - (a) Association contact details;
 - (b) Association venue address;
 - (c) Competition Bylaws;
 - (d) Fixtures; and
 - (e) Details of courses, seminars etc.

3. FINANCES

- 3.1 Fees
 - (a) The Board shall determine the fees to be paid by each Club and Team to the Association.
 - (b) The Association may set an annual affiliation fee for Clubs or Teams. Each Club and Team may pay an annual affiliation fee of the sum prescribed by Association.
 - (c) The fees shall be calculated to cover the costs of Association and Competition management activities.
 - (d) All monies due to the Association must be paid by the nominated due date. Clubs or Teams that have not paid by the nominated date will not be permitted to take the court.
 - (e) All players shall be fully paid members of their own Club or Team in order to be eligible to participate in any activities governed by the Association.

- (f) Any individual with outstanding debt to the Association shall not be permitted to take the court for any Club or Team in any competition until the outstanding debt is paid.
- (g) Any individual who breaches Bylaw 3.1(f) may be subject to a fine as determined by the Board.

3.2 Reimbursements / Payments

- (a) Board members may be entitled to claim authorised expenses incurred whilst acting in an official capacity from the Association. Receipts must be supplied to the Association in order for any reimbursements to be made.
- (b) Umpires will be paid at the rate determined by the Association.
- (c) Other Association personnel may be entitled to claim authorised expenses incurred whilst acting on behalf of the Association as determined at the discretion of the Association on a case-by-case basis.

4. CLUB AND TEAM REGISTRATION

- (a) In order for a Club or Team to be eligible to compete in the Association's competitions, the Club or Team must complete and return an official entry form to the Association by the due date.
- (b) All Clubs and Teams that submit valid entry forms and are subsequently registered by the Association shall receive information from the Association, which may include:
 - (i) Due date and amount of all fees and levies that are to be paid for the season, including Registration Fees, Court Fees, Netball Victoria Fees and any other fees that may be deemed necessary for that season;
 - (ii) A link to the Association Constitution and Bylaws;
 - (iii) Information regarding any meetings or other requirements of the Association; and
 - (iv) any information provided in accordance with Bylaw 2.3.
- (c) No Club or Team who submits a registration application to the Association is to be considered registered until the Association confirms in writing to the Club or Team.
- (d) The Association reserves the right to reject the registration application of any Club or Team applying to the Association for registration to participate in a competition.
- (e) In the event of a Club withdrawing a Team from the Competition:
 - (i) After the confirmation of acceptances – there will be 50% reimbursement of the Registration Fee IF a replacement team is secured
 - (ii) Once competition matches have commenced – there will be no reimbursement of Registration Fee
 - (iii) Subsequent entry into a future competition may be jeopardised
- (f) All Clubs and Teams will have access to relevant Netball Victoria policies, procedures, regulations and Codes of Conduct via the Netball Victoria website.

5. NETBALL VICTORIA MEMBERSHIP

- 5.1** The Netball Victoria membership fees are set annually by the Victorian Netball Association Inc.

- (a) In order to be eligible to participate in affiliated Association competitions or programs (including NetSetGo), as a player, coach or umpire, an individual must be a current financial Netball Victoria member. All Junior, Senior and All Abilities players, coaches and umpires must register through the appropriate online registration form as provided by the Association.
 - (b) An off-the-court membership (administrative roles eg President, secretary, time keeper) product will be offered to those Association members that have an off-court role.
- 5.2** No player, coach or umpire will be permitted to participate in the Association's activities in any capacity without a current Netball Victoria membership. Any breach of this Bylaw will be subject to sanction to the individual, Team or Club as determined by the Board.
- 5.3** Single Game Vouchers may be used.
 - (a) Individuals may purchase a Single Game Voucher and purchase of a voucher will allow the individual to participate as a player in the Association's activities only for the particular game or activity to which the Single Game Voucher relates.
 - (b) A player must purchase a Single Game Voucher through the online process prior to becoming eligible to participating in the relevant game or activity.

6. INCLUSIVE ENVIRONMENTS

- 6.1** The Association is committed to providing a safe, fair and inclusive sporting environment where all people can contribute and participate.
- 6.2** The Association will endeavour to provide opportunities for males to participate in mixed and male competitions.
- 6.3** The Association may conduct cultural awareness training & inclusive workshops to ensure your club is providing a welcoming environment and creating awareness around cultural views and barriers.
- 6.4** The Association supports participation in netball on the basis of the gender with which a person identifies. If issues arise, the Association will seek advice on the application of the applicable Victorian discrimination laws for the particular circumstances.
- 6.5** The Association observes the Netball Victoria Gender Regulation in regard to male participation:
 - (a) Males who are 13 years (and older) are not permitted to participate in female competition. This means that males must be less than 13 years of age (actual age) as at the first day of the competition or season; and
 - (b) males that turn 13 during that competition or season will be permitted to participate for the duration of that competition or season.

7. AGE REQUIREMENTS

- 7.1** Generally, player age is determined as at the 31 December of the current playing year.
- 7.2** Participants aged between 5 and 10 years are encouraged to participate in the NetSetGO Program.
- 7.3** The minimum age requirement for players in Section 1 is 14 years. For the avoidance of doubt, players must have turned 14 to play in Section 1.

- 7.4** A Team or Club who breaches this Bylaw 7 may be subject to a penalty of the loss of four (4) premiership points.

***Penalty:** Loss of four (4) premiership points*

8. COMPETITIONS & PROGRAMS

- 8.1** The Association offers the following competition & programs:

- Primary Competition:
 - Saturday (Sections 20-1 evenly based netball competition with sections balanced on skill, experience and age)
 - Monday GO (Sections for entry level juniors)
- Secondary Competition:
 - Thursday Night (Mixed and Ladies only sections)
 - Mid Week Ladies (Tuesday/Wednesday/Thursday)

9. UMPIRES

- 9.1** All Umpires MUST have a Netball Victoria Membership
- 9.2** Umpires must report in at a reasonable time to perform their duties, prior to the commencement of the game
- 9.3** Umpires must supply their own whistle
- 9.4** Umpires (Panel and Team) must:
- (a) Attend meetings arranged by the Umpires Co-Ordinator as necessary
 - (b) Complete the Umpires Theory Exam with a pass mark of at least 70%
 - (c) Attend any Association or Netball Victoria course relevant to their currency

10. GRADING

- 10.1** The Association will implement a grading process which will be determined by the Association to evaluate, grade and re-grade all teams. See Annexure 1 for Terms of Reference.
- 10.2** Re-Grading will occur following Round 4 of the season.
- 10.3** Re-grading requests submitted to the Association by a Team or Club will be considered by the Association without any requirement for the Association to take any further action in relation to the grading of that Team or Club.
- 10.4** The Association will be the ultimate adjudicator of all grading decisions.
- 10.5** If a Team or Club is re-graded during a season, premiership points and goals for and against accrued in the initial grade in that season will be transferred and apply in the new grade the Team or Club has been entered into for the remainder of the season.

11. DRESS CODE

11.1 Players

- (a) Each Club and Team must submit its proposed uniform to the Competition Co-Ordinator, for approval by the Association.
- (b) The official colours of the Association are maroon, jade and white. No Team or Club will be permitted to wear these colours.
- (c) Clubs and Teams must notify the Competition Co-Ordinator in writing of any proposed changes to their uniform for approval by the Competition Co-Ordinator.
- (d) If a new Club is entering the Competition, the Competitions Manager will consult with an existing Club with similar colours and where possible no two (2) Clubs will use the same colour combination or design.
- (e) The Competition Co-Ordinator must approve all Club and Team uniform colors and designs.
- (f) All players must wear their Club or Team nominated uniform including positional bibs and any sports brief or shorts when participating in the Association's activities.
- (g) Any player may seek a variation to the uniform for medical, cultural, religious or other reasonable grounds and must submit a request to the Competition Co-Ordinator, which may be granted or declined at the discretion of the Competition Co-Ordinator.
- (h) Junior participants in some sections, to be determined by the Board, may wear tracksuit pants or leggings where approved by the Competition Co-Ordinator. Pants or legging color must be submitted to the Competition Co-Ordinator as part of the Team or Club uniform approval process.
- (i) No jewelry or body piercing may be worn when participating in the Association's activities and players may be precluded from participating until such jewelry or body piercings are removed or covered
- (j) Finger nails must be short and smooth and/or covered in tape when participating in the Association's activities. Gloves are not permitted during play. Players will not be able to take the court if this requirement is not met.
- (k) Players will receive a warning before a penalty is applied for incorrect uniform.

Penalty: 1 point loss per player

11.2 Representative Squad

- (a) The Association representative squad uniform will be determined by the Association.

11.3 Umpires

- (a) Umpires must wear a presentable white or cream uniform for all weather conditions (skirts, shorts, tops, jackets and tracksuit pants). Suitable footwear is required.

12. CLEARANCES

12.1 A clearance is required if a player wishes to transfer to another Club during a season.

12.2 No player will be granted more than one (1) clearance per season.

- 12.3** A clearance will not be granted after the half way point of the relevant season has passed.
- 12.4** Players who owe outstanding playing fees to the Association or are in possession of Club or Team property (uniform, equipment) are not eligible to be granted a clearance.

Penalty: *Fine as determined by the Association. Match points may also be lost by the receiving club in each instance the player takes the court without approved clearance.*

- 12.5** To obtain a clearance, a player must submit a clearance application to the Competition Co-Ordinator and must comply with all of the requirements as outlined by the Association. The individual's existing Club or Team has seven (7) days from date of lodgement to complete the clearance upon receipt of approval from the Competition Co-Ordinator or the Competition Co-Ordinator will automatically clear the player to the new Club. If a clearance application is approved by the Competition Co-Ordinator, the player and both Clubs will receive notification of such approval.
- 12.6** Any dispute arising from clearance restrictions will be dealt with according to the relevant grievance procedure of the Association.

13. CONDUCT OF GAMES

- 13.1** The Association is subject to, and must comply at all times with, The "Official Rules of Netball" as amended or revised from time to time.
- 13.2** The length of quarters for all matches (section 2 to 20) governed by the Association will be a follows:
- (a) 4 x 10 minute quarters
 - (b) Change of ends at $\frac{1}{4}$ and $\frac{3}{4}$ time
 - (c) 2 minute break at $\frac{1}{2}$ time
- 13.3** The length of quarters for Section 2 matches will be:
- (a) 4 x 12 minute quarters
 - (b) 2 minute break at $\frac{1}{2}$ time
 - (c) 1 minute break at $\frac{1}{4}$ and $\frac{3}{4}$ time
- 13.4** The length of quarters for Section 1 matches will be:
- (a) 4 x 15 minute quarters
 - (b) 3 minute break at $\frac{1}{2}$ time
 - (c) 2 minute break at $\frac{1}{4}$ and $\frac{3}{4}$ time
- 13.5** If games are centrally timed there will be no injury time. However, matches may be stopped by the umpires at their discretion at any stage as considered appropriate to ensure the safety of players and maintain a safe playing area.
- 13.6** If at the start of play, there are five (5) players present, a Team shall be required to take the court. Players arriving late may only take the court after reporting to the Umpire and immediately after a goal is scored or stoppage for injury.
- 13.7** If at the start of play, there are fewer than five (5) players present for one Team, a maximum of 10 minutes (one quarter, see By-Law 13.3 and 13.4 for Section 1 and 2) shall be allowed for at least five (5) players to arrive. The non-offending team shall be awarded three (3) penalty goals.

14. SCORING

- 14.1** The Association will provide an official scoresheet for all games.
- 14.2** It is the responsibility of the first named Team or Club to score the game.
- 14.3** Each Team or Club must provide a non-participating scorer for all games.
- 14.4** The scorers must stand/sit together for the duration of the game on the sideline level with the centre circle.
- 14.5** One (1) official scoresheet will be used for each game. This scoresheet will list the complete names (both given and surname) of all players intending to participate as players in the game. This scoresheet shall also indicate the positions played each quarter by individuals (7 only unless an injury, which is recorded on the back) and the game score. A record of centre passes must also be kept and provided if requested by an umpire. A record of goals and goal attempts must also be recorded on the scoresheets. See Annexure 2.
- 14.6** At the conclusion of the game, to indicate their satisfaction that the information on the official scoresheet is correct, the official scoresheet is to be signed by the captains of both competing Teams or Clubs and the scorers.
- 14.7** The officiating umpires must also sign the scoresheet to indicate they have officiated the game.
- 14.8** If a scorer, Team or Club believes the score sheet is incorrect they must:
- (a) not sign the official scoresheet and notify the Board;
 - (b) lodge a dispute in writing with the Association's secretary within 48 hours of the game being played.
- The Board will advise the result of the dispute and this decision shall be final and binding on all parties.

Penalty: *One (1) premiership point will be deducted for teams with incorrect or incomplete score sheets or that have otherwise failed to comply with Bylaws 14.1-14.7.*

15. COMPETITION LADDERS

- 15.1** Competition ladders will be made available by the Association during competition seasons.
- 15.2** Premiership points are awarded during competition seasons as follows:
- (a) 4 points for a win or bye;
 - (b) 2 points for a draw; and
 - (c) 0 points for a loss, forfeit or abandonment.

- 15.3** In the event of Teams or Clubs being equal on points, positions shall be determined by the percentage of goals scored for and against each Team or Club (with higher percentage from the relevant Teams or Clubs leading to higher position on the ladder). In the event of Teams or Clubs being equal on percentage, positions shall be determined by the greater number of goals scored by those Teams or Clubs.

16. BORROWING PLAYERS

- 16.1** Players shall only be permitted to play in a higher section.
- 16.2** Where there are two or more Teams from the same Club graded in the same section, players can play up into the higher ranked Club Team.
- 16.3** Players who play three (3) games in a Team in a higher section they will be moved to that Team for the duration of the season.
- 16.4** Players who play up three (3) games or more in Section one (as a borrowed player) will not be moved to that Team.
- 16.5** Players must play at least three (3) registered games in one season through the season to be eligible to participate in that section's finals (Section 2 and over). Two (2) of these games must be played prior to the last three rounds of the season.
- 16.6** To qualify for Section One finals, players who have played up into Section One must have played at least five (5) registered games in Section One. These players would also be able to play finals for their original team.
- 16.7** Teams or Clubs found playing an ineligible player during finals will be deemed to have lost that game.

17. TRANSFERS

- 17.1** A player wishing to transfer between Clubs during the season, must apply to the Competition Co-Ordinator in writing. No clearance will be granted after the mid-point of the season and only one clearance per player per season will be granted
- 17.2** Unless the Competition Co-Ordinator grants permission, a player shall not in any season play:
- (a) With a club other than that for which they were first registered
 - (b) With another Team after the Team in which they were registered has been suspended or disqualified

18. FINALS

- 18.1** Finals will be played at the conclusion of the regular rounds of a season.
- 18.2** The format for finals for any given competition will be determined by the Association.
- 18.3** The ladder position of Teams and Clubs at the conclusion of the regular rounds of the season shall determine the Teams and Clubs which qualify to participate in the finals. Ladder positions are to be calculated in accordance with Bylaw 15.
- 18.4** Bylaw 13 applies to finals matches in the same manner as regular season matches.

- 18.5** If a final does not reach half time, it must be re-scheduled.
- 18.6** Drawn games will be conducted and resolved in accordance with the 'Official Rules of Netball' as amended or revised from time to time.
- 18.7** Drawn finals games will have extra time as follows:
- (a) for Section One, 2 x 5 minute halves as extra time.
 - (b) for Section Two, 2 x 4 minute halves as extra time.
 - (c) For remaining sections, 2 x 3 minute halves as extra time.
- If the scores are still level at the end of the extra time period, play continues, no substitutes or team changes will be allowed. Play will continue until one Team has a two (2) goal advantage.
- 18.8** NetSetGO and 11/Under Teams or Clubs may participate in a round robin instead of finals.
- 18.9** The General Manager will determine awards for premiers and runners-up in competitions.

19. FORFEITS

- 19.1** In the event that a Team or Club forfeits prior to the game clock starting, only players of the non-offending Team or Club will be deemed to have participated in that game. Players of the offending Team or Club will not be deemed to have participated in that game.
- 19.2** A forfeit fine determined by the Board will be imposed on any Team or Club that forfeits a match and must be paid before that Team or Club's next game.
- 19.3** If a Team or Club notifies the Competition Co-Ordinator by 5pm on the day preceding the match of its intent to forfeit, no financial penalty will be imposed.
- 19.4** Where a forfeiting team uses emergency players to field a team, they will still have 4 points and a score of 10-0 against them, however they will not incur the loss of 4 points.

Penalty: 4 points and score of 10-0 to the non-offending team and loss of 4 points to offending team. If a Team notifies the Association after 3pm on the day preceding the match, a \$70 penalty will also apply.

20. CANCELLATIONS

- 20.1** When games are cancelled on account of a factor beyond the control of the relevant Teams or Clubs (e.g. power outage, or other extenuating circumstances,, weather or some other cause) the match will be deemed a draw, both Teams or Clubs will be credited with two (2) points and five (5) goals each for most Sections and the competition will continue as per the fixture. Results for Section 2 will be 10 goals each, and Section 1 will be 15 goals each.
- 20.2** Four (4) points can only be awarded to a Team or Club for winning a fully completed game.
- 20.3** In the event that a game is cancelled due to weather a maximum of twelve players for each Team or Club can be deemed to have participated in the game.
- 20.4** In the event that a game is cancelled after half time, the score stands.
- 20.5** Should circumstances occur which require successive rounds to be cancelled, the Board will consider the position and determine a suitable course of action.

21. SELECTION OF REPRESENTATIVE TEAMS

- 21.1** The Association will develop a team selection policy.
- 21.2** Nominated Association selections will complete the 'Select for Success' online learning program or equivalent as appropriate.
- 21.3** The Association will organise the representative squad selection trials.
- 21.4** Selection trials will be conducted under the following conditions:
- (a) All players who have completed an online player registration form shall be informed of the date, time and place where selection trials are to be held.
 - (b) Notice of selection trials will be provided at least ten (10) days prior to the date of the selection trials.
- 21.5** Team Selection Panels
- (a) Team Selectors will be appointed for each team and may be made up of the Team Coach and other nominated selectors.
 - (b) Team Selectors may be appointed to more than one panel.
- 21.6** Players shall be notified of the outcome of selection trials within fourteen (14) days of the completion of the trial.
- 21.7** Players may request feedback from the Team Selectors.
- 21.8** The Team Selector's decision shall be final and no appeals regarding selections made under this Bylaw are available.
- 21.9** The Association shall hold a Representative Team Presentation Dinner each year. The date and format shall be determined by the Board.

22. TEAM OFFICIALS

- 22.1** The Team Officials shall consist of the following roles:
- (a) Coaches
 - (i) The Association highly recommends that all coaches have a minimum 'Foundation Coaching Level Accreditation' in order to coach a Team or Club.
 - (b) Scorer and Timekeeper
 - (c) Umpires
 - (i) An umpire shall be appointed for each match.
 - (ii) An individual must, at a minimum, have completed the online theory exam to be eligible to be appointed as an umpire.
 - (iii) Umpires must supply their own whistle.
 - (iv) All Umpires (Panel, Team and 'Have a Try' HAT) must:
 - A. Attend meetings arranged by the Umpires Co-ordinator

- B. Attend any Association or Netball Victoria course relevant to their level
- (d) Captain
- (e) Each Team and Club is allocated a team bench where Team Officials and bench players are located during play.

23. AWARDS

- (a) All NetSetGO and 11&U participants will receive a participation award as deemed appropriate by the Association.
- (b) All players who participate in a grand final will receive an award to be determined by the Association.

24. FUNDRAISING

- 24.1** The Association may conduct fundraising activities during each year.
- 24.2** The General Manager shall determine the specific fundraising activities to be conducted.
- 24.3** Individual representative Teams or Clubs must seek approval from the Board for any individual fundraising activities they wish to conduct. Teams or Clubs must apply in writing at least four weeks prior to the event, providing details of and rationale for the fundraising activity. Information as to how the activity will be organised, including risk management and safety measures if relevant, must be provided.
- 24.4** All members are required to support the fundraising activities of the Association.

25. COURSES, SEMINARS & OTHER OPPORTUNITIES

- 25.1** The Association shall provide notification of opportunities for all members to improve their skills by attending courses, seminars and other personal development activities.
- 25.2** The Association shall encourage and support members who wish to attend appropriate courses, seminars and other personal development activities.

26. RISK MANAGEMENT

- 26.1** Injury Reporting
 - (a) All Teams and Clubs are responsible for recording all injuries of the injured player (or players' guardian for players under 18) on the Association Injury Report Form on the back of the scoresheet.
- 26.2** Child Safety in Netball
 - (a) The Association and all Teams and Clubs are responsible for the observance, promotion, enforcement and monitoring of the Child Safety in Netball Policy and Code of Conduct.

- (b) The Association and all Teams and Clubs are responsible for the management and administration of the application of the Netball Victoria Working with Children Check Regulation.

26.3 Game Day Checklist

- (a) A Game Day Checklist must be completed prior to all Association and Team and Club competitions, tournaments, games, programs and training.
- (b) Any hazards identified will be:
 - (i) Documented;
 - (ii) Rectified if possible; and
 - (iii) Reported to the Sportlink Duty Officer if major repair is required.

26.4 First Aid

- (a) The first aid kit will be stored in the First Aid Room at Sportlink and all appropriate personnel (including court supervisors, umpires and coaches) will have access to it.
- (b) Sportlink Management will maintain the first aid kit supplies.

26.5 Emergency procedures

Emergency phone numbers - ambulance, police and an emergency procedure plan are to be displayed at the Association venue.

26.6 Weather

In the case of extreme weather conditions, the Association shall refer to the Association's weather policy.

26.7 Smoke Free

The Association adopts a smoke free policy.

Smoking is banned within 10 metres of an outdoor public sporting venue during organised underage sporting events and training sessions.

26.8 Sun Protection

The Association will adopt a sun smart policy.

26.9 Netball Australia and Netball Victoria Policies

The Association will adopt all codes, policies, procedures and regulations from Netball Australia and Netball Victoria as amended from time to time.

27. DISPUTE RESOLUTION

- 27.1** Where a member breaches a Bylaw, and that Bylaw prescribes a penalty for such breach, then the Competition Co-Ordinator may impose such penalty. For any other breach of the Bylaws, the Competition Co-Ordinator will impose any other penalty it sees fit in accordance with these Bylaws and the Constitution.

27.2 Any member who does not agree with a penalty or action of the Competition Co-Ordinator made under this Bylaw, may advise the General Manager in writing within 48 hours following the penalty or decision being made. The General Manager may then:

- (i) Discuss the issue with the relevant party and then make a decision regarding the matter. The General Manager shall inform the party/s involved of their decision either verbally or in writing; or
- (ii) Have an informal meeting with the relevant party/s in order to discuss and resolve the dispute.

27.3 Any penalty imposed under Bylaw 27.2 is final.

27.4 Where the By-Laws are silent, the Netball Victoria Competition Regulations Policy will stand.

27.5 Complaints which relate to a person, Team or Club will be managed under the Netball Victoria Competitions Complaints Handling Regulation. See Annexure 3.

28. SPECIAL CIRCUMSTANCES/PROVISIONS CLAUSE

Where these Bylaws (and the Netball Victoria Competitions Regulations Policy) are silent on a particular matter, a decision can be made by the Competition Co-Ordinator, in consultation with the General Manager. In exceptional or extenuating circumstances, the General Manager may, acting reasonably alter, vary or waive the requirements set out in these By-Laws relating to the Association.

29. INDEMNITY

Except where provided or required by law and such cannot be excluded, the Association and its respective directors, officers, members, servants or agents are absolved from all liability however arising from injury or damage, however caused, arising whilst participating in the Association's activities as a member.

ANNEXURE 1: GRADING TERMS OF REFERENCE

OBJECTIVE

To provide a strong and healthy competition which maximises participation in netball by:

- Fostering enjoyment and skill development
- Providing an opportunity for all teams to excel
- Encouraging a 'netball for all' community

The Grading Committee will endeavour to ensure an evenly based netball competition with sections balanced on skill, experience and age.

Where possible, the Grading Committee will allocate an even number of teams (6-8) per section.

APPOINTMENT AND STRUCTURE

Grading Committee (including Chairperson) will consist of up to six (6) members:

- Whitehorse Netball Competitions Co-Ordinator (Administrator); and
- Up to Five (5) members nominated by the Clubs (only one member per club)

Chairperson will be voted by the Committee members and ratified by the Board of Whitehorse Netball.

In the event of there being more nominations than positions available, the General Manager will make the appointments based on skill and knowledge of the nominees.

The Grading Committee will be in place for a 2-year term. Nominations will be called in July, for appointment by the General Manager in September. It is recommended that 2 members of the Committee remain from one term to the next, with any one person able to sit 2 terms only.

GRADING COMMITTEE MEMBER ROLES AND RESPONSIBILITIES

Each Member of the Grading Committee must be able to attend 4 meetings per year at the following times:

- Spring Season Finals (for Autumn Season start)
- Autumn Season Round 4 – regrading
- Autumn Season Finals (for Spring Season)
- Spring Season Round 4 - regrading

All Members of the Grading Committee must impartially represent the views of all clubs involved in the competition when undertaking the Grading Process outlined in Schedule 1.

CLUB GRADING RESPONSIBILITIES

All Whitehorse Netball member Clubs are provided with a number of opportunities to contribute to the grading process through:

- Submitting the Team Summary Sheet in which Clubs are required to rank their Teams;
- Submitting relevant grading notes/comments including:
 - Past experience of individual players; and
 - Whole Team recommendations
- Submitting comments in relation to Team Regrading by 5pm on the Friday before Round 4 matches;
- Attending (with prior notice) a portion of the Grading Committee meeting to discuss matters specific only to the Teams within the Club.

THE GRADING PROCESS

1. Nomination for New Season

Clubs to submit full details of teams wishing to participate in the new season's competition. The Grading Committee will consider the following:

- For existing teams, previous season performance, specifically:
 - Win/loss ratio and goals for/against in competition
 - Eligibility of players to participate in particular sections
 - Promotion/demotion between sections based on finals performance
- Retention of a Teams Identity
A team which has retained at least 5 players from the previous season will be recognised as retaining its identity. Clubs are responsible for highlighting this on the registration form;
- Requests
Clubs have an opportunity to including grading requests on registration forms and MyNetball

2. Preliminary Allocation of Sections

Existing teams will be allocated a section by the Grading Sub-Committee. New teams will be allocated a section based on best fit.

3. Final Allocation of Sections

Final review of the allocations based on team composition, skill level and age will be undertaken with the final competition structure submitted to the Board for approval.

4. Regrading

Regrading will be undertaken by the Grading Committee following the results of Round 4 of the competition.

All fixturing changes will be made in the week following Round 4, with updated fixtures available at least 72 hours before Round 5 of the competition is due to commence.

ANNEXURE 2: HOW TO COMPLETE A SCORESHEET

ANNEXURE 4: COMPLAINTS HANDLING REGULATION
