

SUNBURY NETBALL ASSOCIATION



Registration No.
A0002940C

BY-LAWS

June 2024

CONTENTS	PAGE
DEFINITIONS	3
1. CLUB DELEGATE MEETING	4
2. CORRESPONDENCE	4
3. FINANCE	4
3.1 Fees	4
3.2 Reimbursements/Fees	4
4. INFORMATION TO CLUBS	4
5. REGISTRATION	5
6. NETBALL VICTORIA MEMBERSHIP	5
7. AGE REQUIREMENTS AND MALE PARTICIPATION	5
8. GRADING	7
9. PLAYER DRESS CODE	8
10. CONDUCT OF MATCHES	8
11. SCORING	9
12. PROGRESSIVE LADDERS	10
13. QUALIFYING PLAYERS	10
14. FINALS	11
15. CANCELLATIONS	11
16. COURSES AND OTHER OPPORTUNITIES	12
17. ACCREDITATION, QUALIFICATIONS AND REQUIREMENTS	12
18. UMPIRES	12
19. RISK MANAGEMENT	12
19.1 Injury	12
19.2 Blood Policy	13
19.3 First Aid	13
19.4 Pre-match Checklist	13
19.5 Pregnancy	14
19.6 Weather	14
19.7 Smoke-free Policy	15
19.8 Sun Protection	15
19.9 Drug Policy	16
19.10 Codes of Conduct	16
19.11 Social Networking	16
19.12 Photography and Video Footage Policy	16
20. MULTICULTURALISM	18
21. SPONSORSHIP	18
22. COMPLAINTS PROCEDURE	18
23. GRIEVANCE & DISCIPLINARY PROCEDURE	18
24. PROTESTS	19
25. SPECIAL CIRCUMSTANCES	19
26. INDEMNITY	19

DEFINITIONS

Association:	The Sunbury Netball Association (SNA).
Club:	Clubs include all affiliated Clubs.
Committee:	The Committee is comprised of members of the Association who are elected to committee positions as per the Constitution.
Delegate:	A representative of the Club or Team who liaises with the Committee.
Executive Committee:	President, Senior Vice President, Junior Vice President, Secretary & Treasurer
Fill-in Player:	A player who does not regularly commit to playing every week with that team but is taking the court because the team is short of players for whatever reason.
First Named Team:	The team who is listed on the left side of the official score Sheet &/or Fixture.
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, and failed to register correctly.
Night Competition:	Includes the Monday and Thursday night competitions run by the Association.
Open Age Competition:	Over 15 Age Group, also known as Seniors
Regular Player:	<p>A regular player commits to play with the team on a consistent and systematic basis by:</p> <ul style="list-style-type: none">▪ registering on the team registration form before the commencement of the season; or▪ subsequently becomes registered with that team; or▪ has qualified by playing three or more games for that team.
Representative Competition:	Includes players selected to play for Sunbury Netball Association team (Sunbury Sonics) representing the Association at the State Netball Hockey Centre or other selective entry team or competition.
SNA:	Sunbury Netball Association.
Team:	Is an Individual Team which is not affiliated with a governing Club at SNA Competition.

1. DELEGATES MEETING

- a) Club Delegate meetings may be held as per notification by the committee.
- b) All Clubs/Teams must be represented by at least one (1) delegate at any meetings as required.
- c) Failure to attend is Loss of four (4) Premiership Points

2. CORRESPONDENCE

All correspondence must be in writing to the Association President, Secretary or an authorised Committee Member. Correspondence from Clubs/Teams should be in writing from the Club/Team President, Delegate or an authorised person.

3. FINANCE

3.1 Fees

- a) The Committee shall set fees annually at the Planning Meeting.
- b) The fees shall be calculated to cover the costs of:
 - i) Team entry;
 - ii) Netball Victoria membership fee;
 - iii) Venue hire;
 - iv) Equipment;
 - v) Umpiring costs;
 - vi) Trophies, Badges and Awards; and
 - vii) Administration costs.
- c) All monies due must be paid by the nominated due date. Unfinancial Clubs or Teams will not be permitted to take the court.
- d) All players shall be fully paid members of their own Club or Team.
- e) Any individual with an outstanding debt to the Association shall not be permitted to take the court for a Club, Team or Representative Side until the outstanding debt is paid.
- f) A Club/Team withdrawing from the competition throughout the season may be liable for paying double nominated playing fees for all remaining games of the season. The total cost shall be equally divided amongst all the Teams registered members and payable before the said members are entitled to register with the competition from which they withdrew.

3.2 Reimbursements / Fees

- a) The Committee members shall be entitled to claim expenses incurred whilst acting in an official capacity from the Association. Receipts must be supplied.
- b) Frequency of payment to the Umpires throughout a season will be determined at the Association's Annual Planning Meeting.
- c) Umpires will be paid at the rate permitted by the Sunbury Netball Association

4. INFORMATION TO CLUBS

The Association shall provide the following information in writing to all Clubs/Teams prior to the start of the Season:

- a) Association contact details;
- b) Association venue address;
- c) Association by-laws;
- d) Association calendar of events, closing dates; and
- e) Fixtures prior to each season commencing.

5. REGISTRATION

- a) To compete in the Association's competitions, the official entry form must be completed and returned with nominated non-refundable registration fee.
- b) Sunbury Netball Association reserves the right to refuse an entry from any club/team for any reason.
- c) Teams entering for the first time may or may not be accepted into Competitions subject to availability.
- d) If in any year, a Delegates Meeting is calendared, a representative of any Team or Club proposing to be registered must attend the meeting. Failure to attend is the Loss of 4 Premiership Points.
- e) Priority will be given to New Teams advancing from the SNA Junior Competition any Team from the City of Hume over any new team out of the City of Hume wishing to enter the SNA Competition.
- f) In Junior Competition registration priority will be given to current players, City of Hume Residents and those outside of the City of Hume in this order.
- g) If a player wishes to play for another team in the competition during the season she must receive a written clearance from the captain of her original team. A Player may not be cleared to another team after she has played three (3) games with the original team. A Compassionate Clearance, tendered in writing, may be obtained in special circumstances at the discretion of the Committee.
- h) All Clubs and Teams that submit entry forms shall receive an information Kit, which shall 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 on
 - i) Copy of the Association By-Laws
 - j) Information regarding any meetings or other requirements of the Association.
 - k) Association calendars and
 - l) Codes of Conduct.
- m) 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
- n) 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.
- o) All Clubs and Teams will have access to the relevant Netball Victoria policies, procedures, regulations and Codes of Conducts via the Netball Victoria website.
- p) Subsequent to pre-season registration, a player may be added to the list of registered players via Netball Connect.

6. NETBALL VICTORIA MEMBERSHIP

- a) The Netball Victoria Membership fee is set annually by the Victorian Netball Association Inc.
- b) All officials, players, coaches and umpires participating in the Association's competitions or programs must be current Netball Victoria members.
- c) Single Game Vouchers may be used. The voucher must be purchased prior to participating in a game. No player will be permitted to take the court without a Netball Victoria membership or Single Game Voucher. The following requirements apply with respect to Single Game Vouchers:
- d) A player must purchase a Single Game Voucher from Netball Connect App
- e) A Single Game Voucher may be used by the player for one game only.

7. AGE REQUIREMENTS AND MALE PARTICIPATION

7.1 AGE REQUIREMENTS

- a) SNA have the following player age groups:
 - i) Net, Set & Go
 - ii) Go - 9 & Under
 - iii) 11 & Under
 - iv) 13 & Under
 - v) 15 & Under
 - vi) 17 & Under
 - vii) Open age (Seniors)
- b) Participant age is determined as at the 31st of December of that year.
- c) Participants aged between 5-8 are encouraged to participate in the NetSetGo Program.
- d) To avoid any doubt, this means that a participant turning:
 - i) 9 on the 31st of December of that year is eligible to play for the GO playing group – All players must be turning the minimum age of seven (7) years of age to participate in a fixtured competition/9&Under competition
 - ii) 11 on the 31st of December of that year is eligible to play for the 11 & Under playing group
 - iii) 13 on the 31st of December of that year is eligible to play for the 13 & Under playing group.
 - iv) 17 on the 31st of December of that year is eligible to play for the 17 & under playing group
 - v) SNA allows junior players to play one age group above their current age. i.e (age of 31st December of that year. Must be top aged player in your correct age group. Junior players can be double registered to the same club for two age groups, players cannot play for two different clubs/teams)
 - vi) A player can not play both in the junior and senior competition of any one season.

- vii) A Player turning fifteen (15) years of age before 30th June, is eligible to play in the Open Age Competition in the Summer Season. A Player turning fifteen (15) years of age between 1st July and 31st December is eligible to play in the Open Age Competition in the Winter Season. Players MAY NOT participate in both the Open Age and Junior Competitions in any one season. – Except;
 - I) A Player selected in the SNA 15 & Under representative team who is not yet turning fifteen (15) years of age, may play with the Representative team in the Open Age Competition and the Junior Competition.
 - II) A Player selected in the SNA 15 & Under Representative Team who becomes fifteen (15) years of age during the current season may elect to register in the Open Age Competition in a grade other than that of the representative team, but may not then play in the Junior Competition. Such players are the only SNA Members eligible to compete in two (2) Open Age night grades in the one week.
 - III) Players selected to participate in the SNA Representative Program **MUST** play in the SNA Domestic Competition. Failure to do so will make them ineligible to participate in the Representative Program.
- e) Clubs and Teams are trusted to obtain correct dates of birth.
- f) For eligibility to play in higher age groups see: Chapter 13 Qualifying Players

7.2 MALE PARTICIPATION

- a) Males participating in the Association's competition have the following limitations to adhere to:
 - i) Net Set GO, 9&Under and 11 & Under – boys are permitted to play in these age groups.
Clubs or Teams are only permitted to have three (3) boys on court at any one time, one boy in each third at any centre pass. There is no limit to the number of boys named on the score sheet.(i.e: GK/GD or WA/C/WD or GS/GA)
 - ii) 13 & Under – boys are permitted to play in this age group, Clubs or Teams are only permitted to have three (3) boys on court at any one time. There is no limit to the number of boys named on the score sheet. Boys are to be played one in each third (i.e: GK/GD or WA/C/WD or GS/GA)
 - iii) Males may be permitted in the 15&Under female competition if male players are selected to participate in the SNA Representative Program. Males may be permitted to play in the 15&Under competition if this is their Representative Team weekly game. Male players, must be of age for 13&Under age group only.

a. FEMALE COMPETITION

- iv) The 15 & Under, 17&Under, and Open Age playing group is restricted to female participants only on the exception of rule 7.2 iii).
- v) A participant cannot play in the 15 & under playing group unless they are:
 - vi) Female; and

- i) Have obtained the minimum age requirement to play in that group. To avoid any doubt, that means a participant who is at least 13 years old and will obtain the age of 14 by at least the 31st of December of that year; and
 - ii) Satisfy the age restrictions at 7.1(c)(iv).
- i) A participant cannot play in the Open playing group unless they are:
 - i) Female; and
 - ii) Satisfy the age restrictions at 7.3(h)(ii)
- a. Exception to 7.2 (iii) Age Restrictions
 - J) A Player selected in the SNA 15 & Under representative team who is not yet turning fifteen (15) years of age, may play with their Representative team in the Open Age Competition and in the Junior Competition.
 - K) A Player selected in the SNA 15 & Under Representative Team who becomes fifteen (15) years of age during the current season may elect to register in the Open Age Competition in a grade other than that of the representative team, but may not then play in the Junior Competition. Such players are the only SNA Members eligible to compete in two (2) Open Age night grades in the one week.

8. GRADING

- a) Executive Committee to evaluate and grade all teams.
- b) The Committee reserves the right to refuse any team applying for entry to the competition.
- c) Re-grading may occur at any time within the first 2-4 weeks of any season. Where there is an obvious discrepancy after this time, the Grading Committee may make the necessary changes.
- d) The Grading Committee will be the ultimate adjudicator of all grading decisions. All requests from Clubs or Teams will be considered.
- e) If a team is re-graded, premierships points, percentage and goals for and against will be transferred into the new section.
- f) All age sections are graded by ability and teams can only be re-graded within the age section nominated on the entry form, unless otherwise requested by that Club or Team.
- g) It is the intention of the Association to provide as many games as possible for each team during any season and to keep the number of byes to a minimum. Where there are an uneven number of weeks available to play full rounds in any section, the Association's Administrator shall arrange a random draw from the remaining dates available.
- h) Should a Club enter two or more teams in a competition, the players may be transferred from one grade to another until the said players have played three (3) games in a higher grade.
- i) Should a Club enter two or more teams in the same grade, players may not transfer between these teams after the fourth round of the season.
- j) Club or Independent team players may not transfer or be cleared more than two (2) grades lower from their original registered grade in a season.
- k) Club or Independent team players may not play in more than one night competition grade in any one week of that season
- l) During grading the Grading and Executive Committee will make the final decision, with the winter season grading being kept to a

minimum, where two teams are relegated from one division, and two teams are elevated to one another division. i.e Top two, bottom two, Finals teams.

- k) The Association will grade teams for the purpose of having an even and competitive competition to the best of their ability.

9. PLAYER DRESS CODE

- i) Each Club or Team must register its uniform.
- ii) All Team Members shall wear a Uniform of the same colour and design, which may include
 - 1) Shirt Style and Skirt Style
 - 2) Bodysuit
 - 3) Lycra Netball Dress
 - 4) A-Line Netball Dress
 - 5) Suitable matching Dark Sports Briefs or Boy Leg Sports Briefs are to be worn under A-Line Netball Dress
- iii) Clubs and Teams must notify the Association in writing of any proposed changes to their uniform.
- iv) The Association must approve all uniform colours and designs.
- v) During the first three (3) round of competition, players will be warned but not penalised for incorrect uniform. Thereafter, players will not be able to take the court unless in full correct uniform.
- vi) Long nails are to be cut short or covered with soft, Netball Approved tape or approved netball gloves.
- vii) No jewellery can be worn. A wedding ring or medical alert bracelet that must be worn, shall be taped with soft, Netball Approved tape – Band Aids are not acceptable. Piercings must be taped, with soft, Netball Approved tape, if unable to be removed. Band Aids are not acceptable.
- viii) Players may wear netball specific gloves. Only Netball Victoria approved gloves may be worn.
- ix) Position patches to be worn by all players. Letters are to be 15cm high and worn on front and back and above the waist of players. Teams are to supply their own patches.
- x) Bare midriffs are unacceptable.
- xi) Players will not be permitted to take the court in competition or finals unless they are in full uniform.

10. CONDUCT OF MATCHES

- a) The Association abides by the rules as stated in Netball Australia's Official Rule Book, as well as Netball Victoria's Regulations.
- b) The length of quarters varies depending upon the age of players. The Association determines the length of quarters prior to the season commencing.
- c) Timing will be operated by a central timekeeper, 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 all players.
- d) Regular and Fill-in Player requirements:
 - i) A team must not bring the game of netball or the Association into disrepute by intentionally playing 'fill-in' players to alter the standard of the game in that given section and age group.
 - ii) A team is not permitted to take the court unless it consists of a

minimum of five (5) players.

- iii) Any Club/Team who believes another Team or Club has breached Rule 10(d), may write to the Committee within two (2) working days of the conclusion of the game. Suspected breaches will be investigated and dealt with by the Hearing Officer or such other person as appointed by the Committee.
- e) In the event that there are fewer than five (5) players present at the start of the game, or players are not in their playing position on the starting siren (following the 1 minutes warning siren) ;
 - i) A five (5) goal penalty will be awarded to the non-offending team for up to a period of five (5) minutes.
 - ii) If at the end of the five (5) minutes there are still fewer than five (5) players present, the game will be awarded to the non-offending team.

Penalty – Double Playing Fees apply and a score of 10-0 will be recorded.

- f) Players arriving after the game has started are deemed late arrivals and will be able to enter the game:
 - i) After a goal has been scored. In this case, the player must play in the position left vacant in the team; or
 - ii) At a stoppage for injury or illness; or
 - iii) Immediately following an interval.
- g) In GO, 9&Under and 11 & Under sections, as fewer goals are scored, the umpires should use their own discretion when allowing a player to join the game.
- h) In any one game, unlimited substitutions are permitted.
- i) Rolling Substitutions are applicable for 13&Under upwards only
- j) Before leaving the designated area, the substitute tags (with hand) their team mate leaving the court.
- k) Only one (1) rolling substitute per team can be made at a time.
- l) If play is delayed for rolling substitutions the player will be penalized as 'delaying play'
- m) Players must observe the offside rules as they enter/leave the court. Therefore the GK and GS must run along the sideline to their playing third before entering or exiting the court.
- n) Players MUST NOT interfere with the umpires movement during substitution.
- o) A late player must not substitute themselves on, a late player must wait for the goal to be scored before entering the court.

11. SCORING

- a) The Association will provide an official scoresheet.
- b) Each team must provide a competent scorer for all matches.
- c) It is the Second team to complete at least the First Quarters positions on the scoresheet, responsibility to pick up and take the Scoresheet to the Score-bench. It is the first named team's responsibility to score the match whilst the other team's scorer observes.
- d) The scorers must sit together for the duration of the match on the score-bench, level with the centre circle.
- e) A record of centre passes must be kept.
- f) One official score sheet will be used for each match. The score sheet will list the complete names (both given and surname) of all players who take the court.

- g) All Fill-in players must be noted on the score sheet.
- h) Umpires are to check scores and initial score sheet at half time, and to check scores and sign score sheet at the conclusion of the match.
- i) At the conclusion of the match, to indicate their satisfaction that the information on the official score sheet is correct, the score sheet is to be signed by:
 - i) Scorers;
 - ii) Officiating umpires; and
 - iii) Team captain.
- j) If a scorer, Team or Club believes the score sheet is incorrect, they must not sign it and follow the grievance procedures to lodge a protest.
- k) Forfeits:
 - i) Game qualifying of players shall only be awarded to the nominated players of the non-offending team. No game qualifying shall be awarded to players of the offending team.
 - ii) A team must notify the Competition Co-Ordinator of their intention to forfeit a match as soon as it is known.

Penalty for forfeiting a match is double playing fees, which are due and payable before the next match.

12. PROGRESSIVE LADDERS

A ladder will be displayed on netball connect after the re-grading period.

Premiership points are recorded during the season as follows:

- 4 points for a win,
- 4 points for a team forfeit
- 4 points for a Bye in the event of an uneven fixture
- 2 points for a draw
- 0 points for a loss or forfeit

13. QUALIFYING PLAYERS

- a) A player may only be registered with one Club or Team in any season.
- b) Where there are two or more teams from the same Club graded in the same section, players can only play with their registered Club team in that section during the season.
- c) A player may play in any higher grade as a fill-in, subject to the Rule in Sub Section (e). Once that player plays a fourth game with a particular team, they are deemed a regular player of that team for the season.
- d) It is the responsibility of a Club or Team to keep a record of the number of games a player competes in as a Fill-in.
- e) A Regular Player in 9 & Under, 11, 13 & Under and 15 & Under cannot fill in more than one age section above their actual eligible age and to a maximum of five (5) games.

Penalty – loss of four premiership points to both teams

- f) A player must play at least five (5) games in a section throughout the season to be eligible to participate in that section's finals series. At least one game must be played in the first half of the season. No player can qualify on a bye.

14. FINALS

- a) Finals will be played at the conclusion of the rounds in each section except 9 & Under and 11 & Under.
- b) The top four teams as determined by the ladder at the conclusion of the rounds shall play finals. A four-team finals series will be played unless clubs and teams are notified otherwise.
- c) In the event of teams being equal on points, finals positions shall be determined by the percentage of goals scored for and against. In the event of teams being equal on percentage, finals positions shall be determined by the team who has scored the greater amount of goals.
- d) If any extenuating circumstances exist for a player, who has not played their first game in the first half of a season, they may request in writing to the Committee asking for special consideration.
- e) Teams cannot play an ineligible player in a finals series.

Penalty – a forfeit is awarded against the offending team.

- f) The rules listed in Conduct of Matches apply for finals. The starting time of finals matches may vary slightly.
- g) If a match does not reach half time, the ladder position will stand or where possible, matches may be re-scheduled.
- h) Drawn matches in finals:
 - i) There is a one (1) minute time allowance to enable teams to change ends and scores to be verified on the official score sheet.
 - ii) Positional changes and substitutions may be made during the time specified in i) above.
 - iii) Two five (5) minute halves will be played. The centre pass shall be taken by the team entitled to take the next centre pass as at the conclusion of the fourth quarter. At the end of the first half the teams change ends. Positional and team changes can be made during this time.
 - iv) Should there still be a draw at the end of the second half of extra time, play continues until one team has a two goal advantage.
 - v) In the event of injury or illness during extra time, positional changes and/or substitutions may be made.
- i) The Committee will determine awards for Premiers and Runners-up.

15. CANCELLATIONS

- a) When matches are cancelled on account of weather or some other cause, both teams will be credited with two points each and the competition will continue as per the fixture.
- b) Four points can only be awarded for fully completed games or if a match is
- c) Cancelled by the Association at half time and the score awards one team a win.

16. COURSES AND OTHER OPPORTUNITIES

- a) The Association shall encourage and support members who wish to attend appropriate courses and other personal development activities.

- b) The Association shall provide notification of opportunities for all members to improve their skills by attending courses and other personal development activities.

17. ACCREDITATION, QUALIFICATIONS AND REQUIREMENTS

- a) The Association shall ensure that all officials have current appropriate minimum qualifications, and have current Netball Victoria Registration.
- b) Coaches:
 - i) Must have a Working With Children Check
 - ii) Are recommended to have a foundation coaching course
- c) Umpires:
 - i) Before commencing umpiring for the Association, umpires must complete and satisfactorily pass the Rules of Netball Online Theory Exam and the Foundation Umpire Course and provide the Association's Secretary with the relevant documentation.

18. UMPIRES

- a) The Association will provide an Umpires Co-ordinator to oversee umpires and answer queries.
- b) Clubs may annually supply individuals to be trained as umpires.
- c) Umpires will be provided by the Association for all age groups up until 15 & Under.
- d) All 15 & Under and Open teams must provide a suitably experienced person to umpire for their team each week.
- e) All umpires representing the Association at a SNA competition, tournament or event will wear the Association's official umpires uniform or a clear white uniform at all times. No other Association, competition or company logos are to be worn.
- f) All umpires representing the Association at a SNA competition, tournament or event must be badged, and/or approved by the SNA Umpire Coordinator.
- g) All umpires under the age of 18 must wear a green wrist band as per Netball Victoria policy

19. RISK MANAGEMENT

- a) All Clubs and Teams are responsible for recording all injuries by filling in an Injury Reporting Form available at the Competition Office. The completed form must be returned to the Competition Office.
- b) All Injury Reporting Forms must be kept confidential and only used for administrative or insurance purposes.
- c) In the case of injury or illness, after a call for time by an 'on court' player, play may be stopped for injury or illness, although the decision to stop play shall be at the discretion of the umpire. During a stoppage for injury or illness, both teams may make substitutions and/or team changes if desired. However, the injured or ill player must be involved in the substitution or team change. The game is continued from the spot where the ball was when play stopped.
- d) In the event of serious injury or illness, the umpire will have the discretion to not move the injured or ill player whilst the injury or illness is being assessed. The game may be moved to another court if one is available. If this is not an option,

the game will be abandoned and two (2) points will be awarded to each team.

19.1 Blood Policy

- a) An umpire is required to stop play for a player who is bleeding when no 'on court' players have called time and an umpire notices it.
- b) The player must leave the court and be attended to, off court on the sidelines.
No coach is to enter the court.
- c) Once the player is off court, the wound must be cleaned and adequately covered; blood stained clothing shall be removed or cleaned and the ball and court shall be cleaned if necessary.
- d) Substitutions and team changes may be made at this time. Alternatively, the position may be left vacant, allowing for the possibility of the leaving player to resume the position once treated.
- e) Once the player has left the court, the game can resume following the umpire's whistle.
- f) Once the player's blood has been cleaned and covered, the player can return to the court once a goal has been scored by either team.
- g) In GO and 11 & Under sections, as fewer goals are scored, the umpires should use their own discretion when allowing a player to return to the game.

19.2 First Aid

- a) All teams are required to have basic First Aid supplies courtside.
- b) The Association will provide a Defibrillator.
- c) A First aid Kit for the Junior Competition will be kept in the Competition Office and appropriate personnel will have access to them. Ice will be located in the eskies on the score benches.

19.3 Pre-match Checklist

- a) A pre-match checklist must be completed prior to the commencement of the Association's competitions by the Court Supervisor on Duty.
- b) Any hazards identified will be:
 - i) Documented;
 - ii) Rectified or managed if possible; and
 - iii) Reported to the Association Secretary if repair is required.

19.4 Pregnancy

As per Netball Victoria's Member Protection Policy.

19.5 Hot Weather Policy

In the event that the weather forecast is thirty-four degrees or above (34+ degrees) on a day of scheduled play for the Monday and Thursday night competitions the Executive Committee will monitor the temperature and at 3.15pm make a decision on whether play for that night shall commence, the decision will be available from 3.30pm onwards on that day.

Team Delegates will be required to check via the website or the number provided to be informed of the decision. It is the responsibility of this team individual to notify their team members and team umpire.

Wednesday and Saturday morning competitions will be notified by Committee as early as possible if, due to extreme heat conditions, any scheduled matches are to be cancelled.

19.6 Smoke-free/Vape-free Policy

The Association has adopted a Smoke-free, Vapre-free policy that prohibits smoking and vaping around all indoor venues and outdoor court surroundings, including grassed areas, at or within ten (10) metres of these areas.

19.7 Sun Protection

The Association recommends all Clubs and Teams adopt a Sun Smart policy whilst training and playing.

19.8 Drug Policy & Alcohol

The Association does not support the use of performance enhancing substances illicit substances and Alcohol and views any such use as detrimental to both the sport of netball and the spirit of the game. You will be asked to leave the venue if under the influence.

19.8 Codes of Conduct

- a) The Association adopts the Codes of Conduct as prescribed by Netball Victoria.
- b) Codes of Conduct are available on the Netball Victoria website. A link can also be found on the SNA website.
- c) Clubs and Teams are responsible for the conduct of their own supporters who must abide by the Code of Conduct at all times.

19.9 Social Networking

The Association's members shall not bring the Association, its members or the game of netball into disrepute by the misuse of social networking websites.

19.10 Photography and Filming Policy

Intent of By-Law

The intent of this policy is to provide reasonable protection to the privacy of all players, coaches, umpires and officials at Sunbury Netball Association (SNA) sanctioned events and to provide guidelines for clubs, parents and club supporters in relation to the *photography and filming of children* (i.e. under 18 years of age) whether for personal reasons, as a coaching tool or for club purposes.

This Policy is a SNA domestic policy covering competitions conducted at SNA's outdoor and indoor courts.

By-Law Background and Rationale

There is an implied consent with all SNA registrations that any participant maybe photographed during any SNA sanctioned event.

The SNA does however acknowledge the right of privacy of **all** participants at any SNA sanctioned event.

The SNA acknowledge that there are specific instances where the taking of any image may be prohibited under law or specific order; including by not limited to family law matters, wards of the state, restraining orders and witness protection.

The SNA acknowledge that a participant's family member and/or friend may have a reasonable expectation, either of their own motion or at the participants request, to photograph or film that participant during any particular event that the participant is involved in.

The SNA has a responsibility to manage the photography and filming of children (under the age of 18) as part of our risk management. Photography and filming **must** only be undertaken at SNA sanctioned events for three purposes:

- Participant's and their family's personal use;
- Player/Umpire training and development; or
- Club/Association promotion and publicity.

The SNA acknowledges that photography and filming can also be undertaken through modern technology such as the use of Smart Phones, Go-Pro's and other similar devices and not just limited to the traditional 'camera and lens'.

How the By-Law works

It is deemed that all clubs, teams, officials, players and members are aware of these by-laws, their affects and any responsibilities conferred within.

It is the responsibility of all Clubs to ensure all teams, players, officials, members, parents and supporters are aware of the SNA Photography and Filming Policy.

All SNA registrations have an implied consent for photography and/or filming, it is therefore the responsibility of all Clubs to ensure that their Officials and the SNA are aware of any members under the age of 18 who are not to be photographed or filmed for legal reasons or who have withdrawn their consent for any reason. The onus is on the Clubs to provide this information.

Concerns regarding inappropriate photography or filming should be reported to the SNA Office Supervisor on duty. SNA will be responsible for addressing the matter.

Should member/s of the media or professional photographers be present on the grounds acquiring images, they shall wear an official SNA jacket or a jacket that clearly identifies their role.

The By-Law

There are **no restrictions** on participants family and/or friends from taking photographs or filming of the children participating in netball games provided the images are for personal use.

SNA requests all Clubs/Teams to take a common-sense approach to the issue of photography and filming. This approach **should** include obtaining consent from all parties involved in that sanctioned event. The onus of obtaining consent is on the club/team/individual wanting to take photographs or films. The club/team/individual **should** notify the SNA officials of this consent and their intent to take photographs

and/or films. Notification of a SNA official can be through email prior to the sanctioned event or in person at the sanctioned event.

Consent may be withdrawn at any time. Where consent is withdrawn any photography and/or filming **must** cease immediately.

The onus of proof related to both any photography and/or filming and consent is on the club/team/individual.

To avoid any doubt, this means that the use of a Smart Phones, Go-Pro's, Cameras and lens will be deemed to have been used for the purpose of photography and/or filming.

Penalty: Photography and/or filming concerns

Where legitimate concerns have been raised related to photography or filming any SNA official, on assessment of those concerns, **may** require the offending club/team/individual to cease photography and/or filming immediately.

Without any requirement for a hearing failure to immediately cease photography and/or filming **will** result in that club/team associated with the club/team/individual being deemed to have forfeited that specific event. The decision is reviewable on appeal.

Subsequent or repeat offending **will** result in that club/team associated with the club/team/individual in being deemed to have forfeited that specific event and **may** result in further sanction under these by-laws on a hearing.

To avoid any doubt, this means, that where a club/team/individual has been required to cease photographing and/or filming and fails to do so, then that club/team related to that incident will lose any competition points from that incident.

20. MULTICULTURALISM

The Association will embrace all cultures, religions and beliefs, and make the appropriate adjustments to rules and By-laws to promote the enjoyment and participation in the game of netball.

21. SPONSORSHIP

Clubs or Teams must advise the Association in writing and obtain the approval for its intention to seek sponsorship. This is to ensure that the interests of the Association's sponsors are given priority.

22. COMPLAINTS PROCEDURE

- a) Any complaint must be made in accordance with the Netball Victoria Competition Regulations, Part IV – Complaints Procedure. The link to these regulations can be found on SNA's website.
- b) With respect to Sub Clause 7.5 of the Netball Victoria Competition Regulations, Part IV – Complaints Procedure, governing a period in which a complaint must be made, "working days" is deemed to be Monday to Friday.

23. GRIEVANCE & DISCIPLINARY PROCEDURE

- a) The Hearing Officer will impose the prescribed penalty for any member, Club or Team who fails to adhere to these By-laws.
- b) A Team or Club that does not agree with a penalty or action made under this By-law may advise within fourteen (14) working days of their intention to appeal.
- c) An appeal is made according to the Netball Victoria Competition Regulations Part VI, Clause 12.
- d) An appeal is made to the Appeal Committee who is constituted by the President and two (2) committee members who are not conflicted or affected by the appeal. The decision of the Appeal Committee is final.

24. PROTESTS

A team wishing to protest the official score sheet must:

- a) Not sign the official score sheet and notify the Office Supervisor on duty of the intention to protest; and
- b) Clubs or Teams must then lodge the protest in writing and forward to the Association's Administrator within two (2) working days of the conclusion of the match.

25. SPECIAL CIRCUMSTANCES

- a) Where this By-law is silent, a decision can be made by the Committee that ensures the integrity of the game and the Association is maintained at all times.
- b) The Committee may, in using its reasonable discretion, in exceptional or extenuating circumstances, alter or waive the requirements set out in the By-laws relating to the Association.

26. INDEMNITY

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