



# CLUB HANDBOOK

A guide for all members of the Cheltenham East Dolphins Netball Club including Coaches, Team managers, Players, Supporters and the Committee.

Cheltenham East Dolphins Netball Club

Last Updated: 30<sup>th</sup> June 2021 V4

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# 1. CLUB OVERVIEW (CEDNC)

## CHELTENHAM EAST DOLPHINS NETBALL CLUB (CEDNC)

Cheltenham East Dolphins Netball Club (CEDNC) plays in the Kingston District Netball Association (KDNA) competition located at Dales Park, 570 Warrigal Road Oakleigh South. The CEDNC fields over 15 teams across NSGs, under 11, 13, 15 and 18 age groups.

The Cheltenham East Dolphins Netball Club (CEDNC) was formed in 2015 to be a place for netball enthusiasts to come together and to play a fun sport, building friendships and netball skills.

We have devised this handbook to help coaches, team managers, players and supporters navigate their way through the seasons. It covers everything from fixtures and scoresheets to grievances and uniforms.

Cheltenham East Dolphins Netball Club is a community club focusing on positive participation and provides an opportunity for fun, fitness and friendship for all club members.

CEDNC is run by a committee of volunteers. We encourage players and parents to become involved in the club and support our players. Parents can join the committee, coach a team, become a team manager or get involved with fundraising.

## CEDNC CONTACT DETAILS

Email: [cheltheastdolphins@gmail.com](mailto:cheltheastdolphins@gmail.com)

Website: [www.cheltheastdolphins.vic.netball.com.au](http://www.cheltheastdolphins.vic.netball.com.au)

## CEDNC COMMITTEE

Cheltenham East Dolphins Netball Club (CEDNC) is run by a Committee of Management.

The current CEDNC Committee was elected in October 2020

<b>Committee Role</b>	<b>Committee Member</b>
President:	Viv Interrigi
Vice President:	Naomi Harman & Samantha May
Secretary:	Shelley Diaz
Treasurer:	Michelle Lloyd
Registration Officer:	Marina Nguyen
Merchandising Officer:	Danielle Knevitt
Associate Delegate:	Charlotte Pountney
Volunteer Officer:	Renee Cole
Coaching Officer:	Rachel Edmond
Equipment Officer:	Kristine McNabb
General Committee Members:	Hannah Sharma, Samantha Spencer, Sally Wilson & Leanne Edmond

## 2. ASSOCIATION OVERVIEW (KDNA)

### KINGSTON DISTRICT NETBALL ASSOCIATION (KDNA)

Kingston & Districts Netball Association (KDNA) was born in December 1999 as an amalgamation of two associations; Cheltenham Heights Netball Association and Moorabbin Netball Association.

KDNA now administers 13 clubs with 152 teams and 72 games played at their Dales Park grounds on Saturdays during our Autumn and Spring seasons each year.

### KDNA CONTACT DETAILS

Kingston District Netball Association (KDNA)  
PO Box 5319  
Cheltenham East  
Victoria 3192

Email: [kingstonnetball@bigpond.com](mailto:kingstonnetball@bigpond.com)

Website: [www.kingstondna.vic.netball.com.au](http://www.kingstondna.vic.netball.com.au)

**Members are requested not to contact KDNA with any requests/issues relating to their teams. Contact the Cheltenham East Dolphins Netball Club President, your Team Manager or Coach in the first instance.**

### KDNA LOCATION – DALES PARK

Games are played on a Saturday morning at:

Dales Park  
570 Warrigal Road  
South Oakleigh  
Victoria 3167

### KDNA NETBALL SEASONS

KDNA run two seasons per year:

- Autumn Season – runs from February to June. Finals for Under 11A and above in June.
- Spring Season – runs from July to November. Finals for Under 11A and above in November.

# 3. NETBALL GENERAL INFORMATION

## RULES OF NETBALL

All matches at KDNA will be played in accordance with the Official Rules of Netball Australia unless otherwise provided in the KDNA By-Laws or Rules of the KDNA Management Committee.

The rules are available online at <https://netball.com.au/our-game/basic-rules-of-netball/>

The KDNA By-Laws are available at <http://kingstondna.vic.netball.com.au/>

## DIVISION / SECTIONS

There are several divisions based on players' age groups:

1. Net Set Go
2. 11 and under (also known as U11)
3. 13 and under (also known as U13)
4. 15 and under (also known as U15)
5. 18 and under (also known as U18)
6. Open Age

Cheltenham East Dolphins Netball Club has teams in NSG, 11 and under, 13 and under, 15 and under and 18 and under divisions.

In each division there are sections. A section is aimed at having similar skilled teams play against relevant skilled opponents. KDNA are responsible for dividing the teams into an appropriate section. This is called grading and occurs before every season start. Please refer to team allocation section of this handbook for more information

## TEAMS

Seven players from each team take the court in a game. CEDNC endeavour to have a maximum of nine players in their squads to ensure injury, sickness and holidays are covered each week.

### Age Groups

Participant age is determined **as of 31st December of that year.**

Minimum age requirements for each division are:

- 11&U – 9 years
- 13&U – 11 years
- 15&U – 12 years

- 18&U – 14 years
- Open Age - 15 years

The following table shows the acceptable ages the player can be to play in each division:

Division	Age by 31 <sup>st</sup> December		
	Minimum Age	Standard Pathway Age	Maximum Age
11 and Under	Turning 9 in that year	9, 10, 11	11
13 and Under	Turning 11 in that year	12, 13	13
15 and Under	Turning 12 in that year	14, 15	15
18 and Under	Turning 14 in that year	18,18	18

## GAME TIMES

Games consist of four quarters of ten minutes for all ages, with a three-minute break at half time. At  $\frac{1}{4}$  time and  $\frac{3}{4}$  time the teams change ends.

Games are played on Saturdays at KDNA starting with NSG at 8:15am and finishing with Open Age at 4:30pm.

## FIXTURES

KDNA issue a fixture for each season. The fixture details the rounds, the date, time, court allocation and teams playing each week.

### MYNETBALL APP

Fixture details can also be found for KDNA by using the MyNetball App. This can be found in the App store. You can use your My Netball log on details to log onto this application. Follow Chelt East Dolphins once you are logged in.

# 4. REGISTRATION / TEAM ALLOCATION

## CEDNC REGISTRATION PROCESS

Club registration and fees are paid prior to the start of each season. Details of how to register and information regarding closing dates for registration will be sent to players via email. This email will explain the full process for registration.

If you do not receive this email please contact the Registration Officer via email at [chelteastdolphins@gmail.com](mailto:chelteastdolphins@gmail.com).

All players, coaches, team managers and committee members must have a valid Victoria Netball Association (VNA) membership paid directly to the club. This membership is paid annually at the start of the Autumn season.

Insurance coverage is provided automatically as part of your Victoria Netball Association membership. Please note CEDNC covers the cost of VNA for all coaches.

## CEDNC TEAM ALLOCATION POLICY

### PURPOSE

Cheltenham East Dolphins Netball Club (CEDNC) is committed to achieving fairness and equality to all members and teams. All requests for a specific team allocation will be given due consideration in accordance with the allocation policy.

### RESTRICTIONS WITHIN THE POLICY

The Club will endeavour to meet the needs and wishes of each player. However, the balance of teams is also an important consideration especially for 13's and above. CEDNC hopes parents and players understand and appreciate that the process is difficult, and that individual preferences may not always be possible.

The Committee reserve the right to place players to meet individual, team and club needs, and sincerely hope that parents and players will support this.

### RETURNING MEMBERS

It is not always possible to keep the whole team together from season to season. CEDNC will endeavour to keep parts of teams together from season to season providing that numbers are fairly distributed between teams within an age group. This does need to be balanced with other considerations, including the mix of experienced players and new players and the availability of parents to coach or manage teams.

## **NEW PLAYERS / EXISTING PLAYERS CHANGING TEAMS**

- Existing players that wish to change teams from the previous season are asked to submit their request, in writing, at the time of registration. All requests for changes will be considered.
- New members will be allocated to teams based on team numbers with a view to maintain an even balance between teams within an age group. New members may also submit team allocation requests, in writing, at the time of registration. These requests will be considered should team numbers permit. The President and Vice President will have a conversation with the requesters to explain the decisions taken to place the player.

## **KDNA GRADING INTO SECTIONS**

**Grading for CEDNC is completed by the KDNA Match Committee prior to every season.**

**Please refer to Kingston District Netball Association (KDNA) By-Law 18 as noted below:**

- A Match subcommittee will be appointed by the KDNA Management Committee to evaluate and grade all teams.
- The KDNA Management Committee has the right to reject any team applying for entry to the competition.
- The KDNA Management Committee will be the ultimate adjudicator of all grading decisions.
- If a team is re-graded, premiership points and a percentage of 100% will be transferred into the new division.
- Fixtures will be published on the KDNA website for all competitions indicating courts and match times. The "home" team is the first-named team in the fixture.
- The KDNA Management Committee will ratify Match Committee decisions for the appropriate Division, Section and Grade for each team and will determine the playing times and venue of matches.
- Teams may be re-graded after the commencement of a Competition at a time to be determined, but that time shall be no later than the end of the fifth (5th) round. Unless approval is given by the KDNA Management Committee, teams will be re-graded once only in any competition.



## 5. CEDNC UNIFORM

### CEDNC UNIFORM – ALL PLAYERS

#### Girls Uniform



- CEDNC dress for girls
- Blue netball briefs under the dress (no longer than the dress)
- White socks with no logo or colour
- Suitable netball specific footwear
- No leggings, no tracksuit pants
- White long sleeve tops may be worn under Club Uniform in colder months

#### Boys Uniform



- CEDNC shorts and top for boys
- White socks with no logo or colour
- Suitable netball specific footwear
- No leggings, no tracksuit pants
- White long sleeve tops may be worn under Club Uniform in colder months

Uniforms can be purchased from the club by contacting the Merchandising Officer via [chelteastdolphins@gmail.com](mailto:chelteastdolphins@gmail.com).

## CEDNC HOODIES

CEDNC has hoodies for sale – to purchase please contact the CEDNC Merchandising Officer via [chelteastdolphins@gmail.com](mailto:chelteastdolphins@gmail.com).

## SECOND HAND UNIFORMS

Second hand uniforms can be advertised for sale on the CEDNC Facebook page. Please show photo and note sale price. You can also contact the Merchandising Officer at [chelteastdolphins@gmail.com](mailto:chelteastdolphins@gmail.com) who may have another member who requires uniform.

## WHAT YOU CAN'T WEAR

Players must not wear the following during a game.

- Long bike shorts
- Beads or beads in hair
- Hard headbands
- Gloves
- Gloves, leggings, tracksuit pants are not permitted, except on the grounds of medical condition upon receipt of a doctor's certificate signed by a qualified medical practitioner, or religious and cultural reasons upon application to the CEDNC committee of management in writing. Players will receive a warning before a penalty is applied for incorrect uniform. If the incorrect uniform is not corrected prior to the offending player taking the court, then a penalty will be applied immediately.

## KDNA DRESS CODE POLICY

KDNA Dress Code Policy is as follows: ***(KDNA By-laws Section 4, 14)***

- The Committee must approve all uniform colours and designs.
- Clubs must notify the KDNA Management Committee in writing of any proposed changes to their uniform. The KDNA Management Committee must approve all changes.
- Uniform requirements are as per KDNA Competition Rules.
- Players will not be permitted to take to the court unless they are in full uniform by 3rd week of season commencement.
- The KDNA Management Committee may direct a Club or Team to change its uniform if the uniform is very similar to the uniform of an existing Club or Team; or, if any aspect of the uniform is regarded by the KDNA Management Committee as unacceptable.
- Tracksuit pants, Gloves, Hard peak caps and Singlet tops and bike shorts are not permitted, except on the grounds of medical condition upon receipt of a doctor's certificate signed by a qualified medical practitioner, or religious and cultural reasons upon application to the committee of management in writing.
- White long sleeve tops may be worn under Club Uniform.
- If two club teams within the one section are fixtured to play each other, the first named team on the fixture must change the colour of their Position Patches / Bibs for the duration of the game.

## 6. CEDNC POSITIONS

Cheltenham East Dolphins Netball Club is made up of several volunteers. These members assist in the various roles across the club.

### CEDNC COMMITTEE

#### **EXECUTIVE COMMITTEE**

Consists of the President, Vice President, Secretary, Treasurer, Registration Officer and Association Delegate. The Executive Committee addresses and adjudicates on issues of exceptional circumstances that are outside the general club business. All business arising within the Executive Committee meetings are strictly confidential. The Executive Committee has the power to delegate any of its power to a subcommittee to deal with any matter it deems fit.

#### **PRESIDENT**

The President's role has the overall responsibility for the administration and corporate governance of the CEDNC Netball Club. The President is responsible for ensuring that Committee Members and Club Members act in accordance with the CEDNC policies, Kingston District Netball Association Constitution and by-laws and the National Sporting Code of Behaviour.

#### **VICE PRESIDENT**

The Vice President's role is to be well informed of all Club activities and able to provide support to the President when required. The Vice President is responsible for raising concerns with the President where they arise, assisting the President and performing the President's duties when the President is unable to.

#### **SECRETARY**

The Secretary is the chief administration officer of the Club. The Secretary provides the coordinating link between the Committee and the Members. The Secretary forms part of the Executive Committee along with the President and Treasurer. The Executive Committee on occasions have the power to meet to deal with any matter or matters upon such terms as the Committee may think fit.

#### **TREASURER**

The Treasurer is the financial officer and has the responsibility to look after the financial affairs of the Club. The Treasurer forms part of the Executive Committee along with the President and Secretary. The Executive Committee on occasions have the power to meet to deal with any matter or matters upon such terms as the Committee may think fit. The Treasurer will manage payment plans, reimbursements and bank reconciliation for the Club. The Treasurer will prepare the annual statement of Receipts and Payments for the AGM with a short report summarising the results for the year. The Treasurer will lodge the annual figures on the Consumer Affairs website.

#### **REGISTRATION OFFICER**

The Registration Officer is primarily responsible for the registration of new club members and member record keeping of the Club. The Registration officer will organise a registration link each season (2 times a year) through the My Netball portal and sending it out to all members. The Registration officer

will reply to current members enquires and will follow up on new member enquiries, maintain an up to date database of Members, Coaches & Committee, preparation of team sheets and lodgement & registration of teams with KDNA at beginning of each season. The Registration Officer will liaise with the Treasurer with regards to outstanding fees & follow ups required.

#### **ASSOCIATION DELEGATE**

The Association Delegate will provide the initial point of contact with KDNA with regards to the Club's position within the Association. The Association Delegate will attend KDNA meetings once a month, reporting any appropriate matters to the President & Secretary.

#### **COACHING OFFICER**

The Coaching Officer is responsible for organising Coaches for every team, including finding new Coaches if required. The Coaching Officer will communicate with all coaches throughout the season if there are any updates or concerns, particularly from KDNA. The Coaching Officer will ensure Coaches are fully informed as to their role as a Coach and support them in their role. The Coaching Officer will inform coaches of suitable coaching courses/clinics available to them, be the contact point for players and coaches to discuss any coaching issues that may require committee attention (Issues will be discussed with President and Executive Committee before tabled) and coordinate a Team Selection Panel every year.

#### **RETURN TO PLAY OFFICER**

The Return to Play Officer will coordinate, educate and evaluate the implementation of the COVID safety training and hygiene protocols. The Return to Play Officer will lead and promote a culture of COVID-19 safety for the health and wellbeing of participants and the broader community.

#### **EQUIPMENT OFFICER**

The Equipment Officer will be responsible for the purchase, coordination and distribution of Club equipment to Coaches each season. This includes the purchase, coordination and distribution of First Aid Kits for inclusion in team kits as well as COVID-19 appropriate items.

#### **MERCHANDISING OFFICER**

The Merchandising Officer is responsible for the ordering and stock control of Club uniform, including Dresses, Shorts and Hoodies. The Merchandising Officer is responsible for the selling of uniforms to player, liaise with Registration Officer to ensure appropriate stock is available for the new season and that players requiring uniforms for the first time are catered for.

#### **VOLUNTEERS OFFICER**

The Volunteers Officer will coordinate Team Managers for all teams and ensure all correspondence from the Committee is handed down to Team Managers. This includes information regarding injury reporting, MVP voting and score rostering. The Volunteers Officer will coordinate the Club's duty day – (generally once per season). This includes organising volunteers for court set up and pack down as well overseeing Court activities on the day of play.

#### **GENERAL COMMITTEE MEMBER**

The General Committee Member is to ensure the Club sets and meets its goals and objectives, is administered according to the Club Rules and completes all legal and compliance obligations. If at any stage the General Committee Member becomes aware of a personal conflict of interest, real or perceived between themselves and the club, they should immediately notify the President of the

conflict who will immediately inform all other committee members. The General Committee Member is to be able to attend Committee meetings and act in the best interest of the Club.

## COACHES

- Dictate expectations of game plans and training plans and mentor and guide players to adhere to these.
- Plan and run training sessions.
- Teach players the rules of the game and how to interpret these in game play.
- Teach players the skills of the game and work to continually improve and learn new skills as the players motor skills develop with age.
- Provide a safe environment for their players which leads to and builds on skill development, tactical awareness, teamwork and enjoyment of the game.
- Determine positions on game day.
- Ensure all players turning up on match day are to receive at least half a game (unless they decline or are injured).
- Understand what is acceptable and appropriate behaviour.
- Increasingly coaches are required to face issues and potentially provide appropriate guidance on such things as sportsmanship, cheating, bullying, respect for officials, abuse of power, discrimination, harassment and assessing when a participant should return to sport after an injury.

## TEAM MANAGERS

The role of team manager is an important role. Your job is to maintain the general running of the team to free up the coach to concentrate on coaching and training. The team manager is a liaison between coach/parents/players and the club administration. You work with the coach to bring about a high level of team spirit. The Team Manager is also knowledgeable on KDNA by-laws and assists in upholding the Codes of Behaviour amongst the team.

# 7. COMMUNICATION

Communications is an important part of ensuring a club runs successfully across all areas.

CEDNC have several ways that they will communicate to their members.

These include:

- Heja – communication between coach/team managers and players
- Email
- Facebook
- Instagram
- Newsletters
- Text Messages

Most club communication will come from the CEDNC Committee via your Team Manager or the Secretary.

Your Team Manager is responsible for passing on Club correspondence and weekly game/training information.

Team Managers will discuss the best form of team communication with their team members and coach prior to every season start.

## TEAM CONTACT LISTS

Each season, Team Managers must ensure that they have an up to date list of their team members including mobile phone numbers and email addresses so that all players can collectively be informed of communications.

All emergency contacts must be listed to ensure the correct guardian is contacted in the case of injury during training or on game day.

A copy of this list will be held in the team kit bag and with the Team Manager.

## 8. TRAINING AND COURT TIME

Cheltenham East Dolphins Netball Club is committed to ensuring that we provide a safe training and game day environment for our members.

### TRAINING AND COURT TIME POLICY

#### POLICY DESCRIPTION

The players, coaches and Team Managers are responsible for providing a safe space for team training sessions. The focus on pre-season and regular season training will be on skill development and creating bonds of friendship and a culture of inclusiveness, regardless of a player's ability.

#### PLAYERS

All Cheltenham East Dolphins Netball Club (CEDNC) Players when attending training must ensure the standards of the Fair Play Code are applied by demonstrating the five core values that will lead to fair play by all:

1. Integrity
2. Respect
3. Responsibility
4. Fairness
5. Safety

Every team member is expected to attend training weekly. If a player cannot commit to training each week with their team, a discussion must be held with the coach to work out alternative arrangements prior to commencement of the netball season.

Coaches must be notified in plenty of time if players are unable to attend training. Communication needs to be made via text message, email, or phone call. Coaches are volunteers who give up their time to support our club, so require time to alter training sessions when players are absent.

In the event of a player missing training there is a good possibility that they will have less court time on game day. For example, if there are 10 players playing, they will play two quarters. If there are 8-9 players playing, they will have one quarter off. If team numbers allow during that week's match, or if the team requires their skills/expertise in a particular position on the court, the said player may get more court time. In the interests of fairness to the wider Chelt East Dolphins community, players who attend training regularly, will get the first chance to have more court time. Please note this is at the discretion of the coach with consultation with the Coaching Officer.

If the player continues to miss more than two training sessions the player's family will be contacted by the Coach to discuss attendance and the best approach moving forward.

If there are circumstances that impacts on the players ability to train, the Coach and the Coaching Officer will consult with the CEDNC Committee to find the best possible outcome for the player. As a Club we understand that getting to training can be difficult for some players and strongly believe in finding the best possible outcome for the player, parents and club as a whole.

It is the responsibility of parents and carers to ensure their children are either 1) picked up directly from training on time or 2) if alternative arrangements are in place for example, a child is making their own way home, this is communicated to the coach by the parent via in person, phone call or text.

Every player must wear appropriate training wear, including sports runners.

Players must be a member of the club and have current VNA insurance to attend training. This is an important risk management policy of the club.

## **COACHES**

All CEDNC Coaches when attending training must ensure the standards of the Fair Play Code are applied by demonstrating the five core values that will lead to fair play by all:

1. Integrity
2. Respect
3. Responsibility
4. Fairness
5. Safety

Coaches are expected to attend training every week with their team. If a coach cannot attend a training session, they will make appropriate arrangements to have someone take their scheduled session.

Coaches must notify their team (including Team Manager) in plenty of time if they are unable to attend a training session. Communication needs to be made via the team agreed communication platform.

Every coach must wear appropriate training wear, including sports runners. Coaches are expected to be organised and plan for every session. They are encouraged to listen to their players and respect every individual. During sessions, the coach will set clear and achievable goals and will provide feedback and be open to feedback from players.

Coaches 18 years or older must have an approved Working with Children Check.

## **TEAM MANAGERS**

Every CEDNC team will have an appointed Team Manager. The Team Manager is not required to attend every training session unless required by the coach. When requested by the coach it is the responsibility of the Team Manager to notify players of any changes made to the usual training schedule along with any game day information.

## **WET WEATHER**

The cancellation of training due to bad weather or other unforeseen circumstances, and how this is communicated to players and parents, is at the discretion of the individual coach. Therefore, please ensure you speak to your coach or team manager regarding this issue, and that appropriate contingencies are in place.



# 9. NETBALL EQUIPMENT

## STANDARD EQUIPMENT ISSUE PER TEAM

Each team receives the following items at the start of a season/year.

- Approximately five training balls
- Mesh ball carrier
- First aid kit
- Ball pump
- 12 bottle drinks carrier
- Nail clippers
- Kit bag
- Ice packs

### **Need a Replacement?**

If the team have misplaced, lost or damaged one of the above items, please report it directly to CEDNC Equipment Officer to arrange replacement.

### **Coach - What to Do at End of Season?**

If you are continuing as a team manager or coach, keep the netball equipment between seasons if possible. If you are not continuing, return all items above to the CEDNC Equipment Officer.

# 10. INJURY MANAGEMENT

## INJURY POLICY

### PURPOSE

The following information is provided to assist coaches in managing the wellbeing of their players in relation to medical conditions, accidents and injuries and to provide guidelines on the appropriate action to take in relation to each of these situations if they arise at training or during competition. It also outlines expectations of players with active medical conditions and/or returning from injury.

### FIRST AID KITS

- All match-day bags contain first aid kits that are re-stocked at the commencement of each season.
- Coaches and team managers should check the first aid kit regularly throughout each season and advise their committee equipment officer of any items required to re-stock the kit.

### MEDICAL CONDITIONS

- Players with existing medical conditions, which may affect their ability to perform, are expected to inform their coach prior to each season. This includes, but is not limited to, asthma, Type I Diabetes, anaphylaxis and growing-related conditions (i.e. Osgood-Schlatter's and Sever's disease). Emergency treatment plans should also be discussed with your coach in the event you should require assistance in treating your medical condition and your parent/guardian is not present. At the coach's discretion, it may be necessary to confidentially advise the team manager.
- Coaches cannot be responsible for illnesses or conditions that are not disclosed to the club.

### INJURIES / ACCIDENTS

- The coach or available committee representative will manage any injuries or accidents occurring at Cheltenham East Dolphins Netball Club training sessions.
- The Coaches first aid kit is available for treating minor injuries/accidents.
- In the case of serious injury or accident where a parent/guardian is not present, the coach or team manager should attempt to call the emergency contact numbers provided, in the order specified, to gain instructions in relation to treatment. If unable to reach any emergency contact numbers, the coach or team manager should consult with another coach at the training session and determine the most appropriate action to take. If in any doubt about the wellbeing of the player, the coach or team manager should call an ambulance immediately, stay with the player and ensure another coach/adult continues to try and contact the emergency numbers provided. An Injury Report Form needs to be completed and signed by the coach (or primary person treating the injury/illness) and the injured player/parent. The club secretary needs to be notified and the form forwarded to him/her for filing.

- During competition, the coach needs to be aware of any medical conditions relating to their players and take the appropriate action to remove a player from the court if they deem necessary.
- The team manager or parent/guardian (if present) should escort the injured player to the medical treatment area at the KDNA. If the player is unable to move, the team manager or parent/guardian should go to the medical area and alert the staff on duty of the need for medical treatment at the courtside. (this is subject to KDNA policy and can change from time to time depending on COVID restriction on game day).
- If a player sustains an injury during competition, the sports trainer at the Kingston District Netball Association (KDNA) should be notified and the injury recorded in the KDNA injury book. This is important for insurance purposes.
- In the case of serious injury or accident where a parent/guardian is not present, the coach or team manager will call the emergency contact numbers provided, in the order specified.

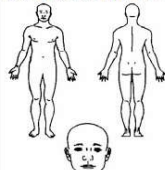
### RETURNING FROM INJURY OR ILLNESS

- If a player presents at training, or for competition matches, it will be assumed they are ready to fully participate in both unless the players or parent/guardian specifically instructs the coach otherwise.
- It is the responsibility of the player/parent/guardian to advise of any modified training or match requirements e.g., play quarter/half for next *n* weeks, etc. Your return-to-netball will be agreed to in consultation with the coach with the teams' best interests as the priority.

### COMMITTEE SUPPORT

Coaches are encouraged to confidentially discuss concerns regarding the physical wellbeing of their players with committee members, if they require support/assistance in managing situations at any time.

### NETBALL INJURY REPORTING FORM

NETBALL INJURY REPORTING FORM			
Name: _____ Initials: _____		Position: _____ Circle _____ Player/Referee/Coach/Spectator	
Team: _____ Grade: _____		DOB: ___/___/___ Gender: M <input type="checkbox"/> F <input type="checkbox"/> Venue/area at which injury occurred: _____	
<b>Date of Injury</b> ___/___/___ <b>Type of activity at time of injury</b> <input type="checkbox"/> training/practice <input type="checkbox"/> competition <input type="checkbox"/> other _____ <b>Reason for Presentation</b> <input type="checkbox"/> new injury <input type="checkbox"/> exacerbated/aggravated injury <input type="checkbox"/> recurrent injury <input type="checkbox"/> illness <input type="checkbox"/> other _____ <b>Body Region Injured</b> Tick or circle body part's injured & name  Body part's: _____	<b>Nature of Injury/Illness</b> <input type="checkbox"/> abrasion/graze <input type="checkbox"/> sprain eg ligament tear <input type="checkbox"/> strain eg muscle tear <input type="checkbox"/> open wound/aceration/cut <input type="checkbox"/> bruise/contusion <input type="checkbox"/> inflammation/swelling <input type="checkbox"/> fracture (including suspected) <input type="checkbox"/> dislocation/subluxation <input type="checkbox"/> overuse injury to muscle or tendon <input type="checkbox"/> blisters <input type="checkbox"/> concussion <input type="checkbox"/> cardiac problem <input type="checkbox"/> respiratory problem <input type="checkbox"/> loss of consciousness <input type="checkbox"/> unspecified medical condition <input type="checkbox"/> other _____ <b>Provisional diagnosis/es</b> _____ <b>CAUSE OF INJURY</b> <b>Mechanism of Injury</b> <input type="checkbox"/> struck by other player <input type="checkbox"/> struck by ball or object <input type="checkbox"/> collision with other player/referee <input type="checkbox"/> collision with fixed object <input type="checkbox"/> fall/trumble on same level <input type="checkbox"/> jumping to shoot or defend <input type="checkbox"/> fall from height/awkward landing <input type="checkbox"/> overexertion (eg tear muscle) <input type="checkbox"/> overuse <input type="checkbox"/> slip/trip <input type="checkbox"/> temperature related eg heat stress <input type="checkbox"/> other _____	<b>Explain exactly how the incident occurred</b> _____ _____ _____ _____ _____ <b>Were there any contributing factors to the incident, unsuitable footwear, playing surface, equipment, foul play?</b> _____ <b>Protective Equipment</b> Was protective equipment worn on the injured body part? <input type="checkbox"/> yes <input type="checkbox"/> no If yes, what type eg ankle brace, taping. _____ <b>Initial Treatment</b> <input type="checkbox"/> none given (not required) <input type="checkbox"/> RICE/R <input type="checkbox"/> dressing <input type="checkbox"/> sling/splint <input type="checkbox"/> crutches <input type="checkbox"/> massage <input type="checkbox"/> manual therapy <input type="checkbox"/> CPR <input type="checkbox"/> stretch/exercises <input type="checkbox"/> strapping/taping only <input type="checkbox"/> none given - referred elsewhere <input type="checkbox"/> other _____	<b>Advice Given</b> <input type="checkbox"/> immediate return unrestricted activity <input type="checkbox"/> able to return with restriction <input type="checkbox"/> unable to return at present time <b>Referral</b> <input type="checkbox"/> no referral <input type="checkbox"/> medical practitioner <input type="checkbox"/> physiotherapist <input type="checkbox"/> chiropractor or other professional <input type="checkbox"/> ambulance transport <input type="checkbox"/> hospital <input type="checkbox"/> other _____ <b>Provisional severity assessment</b> <input type="checkbox"/> mild (1-7 days modified activity) <input type="checkbox"/> moderate (8-21 days modified activity) <input type="checkbox"/> severe (>21 days modified or lost) <b>Treating person</b> <input type="checkbox"/> medical practitioner <input type="checkbox"/> physiotherapist <input type="checkbox"/> nurse <input type="checkbox"/> sports trainer <input type="checkbox"/> other _____ <b>Signature of treating person</b> _____ <b>Today's Date:</b> ___/___/___

# 11. GAME DAY

Most of the information in this section is sourced from the **KDNA By-Laws** effective 1<sup>st</sup> April 2019.

## SCORING

At the start of every season the Team Manager will provide a roster for all parents within their team that allocates the scorer for each game. The Team Manager is responsible for ensuring there is a scorer for each game and they are reminded a few days prior to the game of their responsibilities.

## SCORESHEET

One official scoresheet is used for each game.

The scoresheet:

- Lists the full names (first and surname) of all players intending to take the court.
- Indicates the positions played at the commencement of the 1st quarter.
- Shows the game score.
- Shows any borrowed players.
- Shows a record of centre passes.

Below is an example, and a sample is also on each clipboard provided with the game's scoresheet.



### HOW TO CORRECTLY COMPLETE THE KDNA SCORING SHEET

**Home Team – they are responsible for scoring**

**Players and Positions:**  
 All positions must be noted for all quarters for all players  
 For injured or sick players, a line must be put through the name and the reason for not playing noted  
 For replacement players the full name, age group and division must be noted (eg 11Y/U NSG)

**Away Team – they are responsible for overseeing scoring**

**Kingston & District Netball Association Inc.**  
**Netball Scoresheet**  
**11 GOLD SECTION**

Round: 7      Date: 31 Aug 2019  
 Venue: Ct 7      Time: 09:00 AM  
 Team: Chelt East Dolphins RC      Team: Chelt East Dolphins ST

#	Player Name	1	2	3	4	#	Player Name	1	2	3	4
3801447	Aldridge, Ruby	GA	GA	GS	GS	3787657	Cooper, Linnea				
3799261	Harvey, Maddeleine	GS	GS	GA	GA	3833967	Harris, Madison				
317346	Lee, Zoe	WA	WA	C	C	3833920	Harris, Olivia				
383644	Lewis, Keely	ND	ND	WA	WA	3799936	Hutchinson, Jemma				
3942427	Petkoff, Jasmine	GK	GK	GD	GD	4040984	Nathan, Tayla				
3805754	Phillips, Molly	rd	rd	GK	GK	4107936	Soriano, Ava				
3800195	Robertson, Chloe					3825222	Sustenance, Madison				
3798684	Regers, Jacinta					3975864	Thompson, Chloe				
11Y/U NSG	Jane Sanders	C	C	WD	WD						

*Sick* (next to Robertson, Chloe)  
*Injury* (next to Regers, Jacinta)

**Centre Pass**  
 Note each time there is a centre pass with the first letter of each team or 1 and 2

**Progressive Score**  
 Each time there is a goal circle the numbers here – at the end of the game this should match score below

Team: Chelt East Dolphins RC      Progressive Score      Team: Chelt East Dolphins ST

① ② ③ ④ ⑤ ⑥ ⑦ ⑧ ⑨ 10 11 12 13 14 15 16 17 18 19 20	① ② ③ ④ ⑤ ⑥ ⑦ ⑧ ⑨ 10 11 12 13 14 15 16 17 18 19 20
21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40	21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40
41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60	41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60
61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80	61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80

Centre passes

1	2	1	2	1	2	1	2	1	2	1	2	1	2	1	2	1	2	1	2
---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---

Q1	GS	GA	GS	GA	GS	GA	GS	GA
1			2		2		3	
2			2		2		2	
3			2		2		2	
4			2		2		3	
Tot.			8		10			

Scorer 1	Signature: <i>[Signature]</i>	Scorer 2	Signature: <i>[Signature]</i>
Umpire	Signature: <i>[Signature]</i>	Umpire	Signature: <i>[Signature]</i>
Captain	Signature: <i>[Signature]</i>	Captain	Signature: <i>[Signature]</i>

**Score by player**  
 Each time there is a goal note it against either the GA or GS for that team.  
  
 At the end of each quarter note the total goals for that quarter for each team  
  
 At the end of the game write down the total goals for each team

**Signing**  
 Home Team Scorer 1 to sign  
 Away Team Scorer 2 to sign  
 Both umpires to sign



## BEFORE THE GAME

The Umpires will provide and return the Scoresheet prior and after the game. Home team (first named team) must physically score the game. The scorer fills out the player positions before the game and checks that all players to take the court are listed on the scoresheet. For any player being borrowed from another team or filling in for a player who is away/injured, or is transferring from another club see below:

- Fill in playing positions of the players listed on the scoresheet. Positions should be filled in at the start of every quarter in case the coach makes any changes during the game. A maximum of 7 players can be on the court at one time.
- List your substitutions on the scoresheet.
- Players named on the score sheet who do not take the court at any time during a match must be crossed off the score sheet – with one (1) line running through the name still allowing the name to be recognized by the Competitions Manager.
- If you are borrowing or transferring a player you must write their name on the front of the scoresheet and then use the notation 'transferred from' or 'borrowed from' and then list the team's name, for example, 'borrowed from CEDNC Teal'. (also refer to KDNA By-Laws s1-7)
- If you are transferring a player from another club, you must apply for a clearance (refer KDNA By-Laws s1-6).
- If a team plays a player whose name has not been included on the score sheet or if a player has been named on the score sheet but has not played in the match, (not being a finals match) the offending team will lose four (4) points and the other team will be declared the winner. Any goals scored by the offending team will be deleted from the score sheet.

## SCORING

- Each team must provide a non-participating scorer for all matches.
- If a scorer is not present then a player/s from each team, without a scorer, will be asked to leave the court to ensure there is a scorer for the duration of the game.
- Scorers to sit/stand together for the duration of the match at the midway point of the sideline.
- KDNA to provide the Official Scoresheet.

## FRUIT AND LOLLIES

The rostering of a parent to provide lollies and fruit at the end of the game will be at the discretion of each team. The Team Manager is responsible for rostering a parent on for each game to provide these items. The Team Manager is responsible for reminding the parent a few days prior to the game of their responsibilities. This is dependent on COVID-19 regulations as well.

## END OF GAME

At the game conclusion, to indicate that the information on the official scoresheet is correct, the official scoresheet is to be signed by the scorers of both competing teams. The officiating umpires only sign the score sheet to state they have officiated that game.

Penalty: four premiership points will be deducted for teams with incorrect or incomplete score sheets.

It is the first named team's responsibility to return the score sheet after the above signatures have been collected.

## WHAT TO DO IF YOU DISAGREE WITH THE SCORE

If a team believes the score sheet is incorrect, they must not sign it.

A team wishing to protest must:

- Not sign the official scoresheet and notify the CEDNC Secretary in writing at [chelteastdolphins@gmail.com](mailto:chelteastdolphins@gmail.com) who will then lodge it with the KDNA association secretary within 48 hours of the game being played.
- The KDNA committee will advise CEDNC of the result of the protest and decision shall be final.

## TEAM CHANGES AND SUBSTITUTIONS

A team may make any number of substitutions at the quarter, half or three-quarter time break as well as during a stoppage due to injury or illness (but not blood rule where only the player/s affected can be substituted).

If a substitution or team change is made due to injury or illness, the injured or ill player must be involved in the substitution or positional change. The opposing team is also free to make substitutions or positional changes, regardless of whether the team who called for the time out makes no changes.

## INJURIES

Games are centrally timed so 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.

Any on court player can call time for an injury. The injured player must leave the court immediately where possible. The umpires will assess the situation and allow the coach to help remove the player. If any other assistance is required, the umpire will facilitate the request. Parents are not allowed onto the court when an injury occurs.

If required see the Court Supervisors office and they will arrange a qualified First Aid Officer to tend to the injury. If a player is significantly injured during the game, identify that player and record their injury on the Injury Reporting Sheet, provided the player/parent agrees. This is required by the insurance policy and expedites the process if you need to use the NV membership insurance for any follow-up personal injury claims.

## FILL IN PLAYERS

If your team needs one or more fill-in players for a game, there are many rules to be aware of.

### BORROWING PLAYERS

If your team is short of players for a game (minimum is five players) you can borrow a player from another Carnegie team. However, there are strict rules that you must be aware of. If in any doubt, call someone at the CNC or speak to the court supervisor well before the start of your game.

KDNA Borrowing Players Policy is as follows: **(KDNA By-Laws Section 1, 7.1)**

A player may play in a team other than the team in which that player is registered (the second team) providing all the following criteria are met:

- if a player plays in two (2) matches on the same day, one of the matches must be with the team in which the player is registered;
- the second (2nd) team is in the same Club as the team in which the player is registered;
- the second (2nd) team has less than seven (7) of its registered players available to play at the start of the game and the circumstances regarding the shortage of registered players in that team is briefly set out on the front of the score sheet or in a note accompanying the score sheet. The fill-in player is deemed to have played a game with the team as soon as the player goes on court. However, the fill-in player may return to the players registered team if the seventh (7th) registered player arrives to play for the team for which the player is filling in. If the player takes court with the players registered team the player will be deemed to have played the game with that team also;
- the second (2nd) team is in an equal or higher grade of the same age division or an older age division than the team in which the player is registered – for the purpose of clarity, groups within NSG- SET 'Round Robin' are deemed to be of equal grade, sections within 11 and under 'C' are deemed to be of equal grade, and sections within 11 and under 'B' are deemed to be of equal grade. Sections within all other age divisions from 11 and under 'A' up to Open age are NOT deemed to be of equal grade and are graded numerically, from higher to lower, 1 being the highest grade;
- the player plays no more than two (2) matches in any one team in an equal or higher grade of the same age section in any season;
- the player plays no more than two (2) matches in any one team in an older age section in any season.

### CLEARANCES (PLAYERS TRANSFER)

If a fill-in player is currently registered to another team or club during the current season but they want to permanently transfer to your team, a clearance form must be completed by CEDNC committee.

- No player will be granted more than one clearance per season.
- A clearance will not be granted after the half way mark of the season.
- A player must have received notification in writing or via telephone call from KDNA before playing for a new Club or individual Team.

For more info, see the KDNA By-Laws s1 6.



## FORFEITS

A forfeit is when one of the teams cannot field a team of at least five players and therefore cannot play the match.

KDNA Walkovers/Forfeits Policy is as follows: **(KDNA By-laws Section 2, 11)**

- In the event that a team forfeits prior to the match clock starting, games shall only be awarded to seven nominated players of the non-offending team. No games shall be awarded to players of the offending team.
- A forfeit fine determined by the KDNA Management Committee will be imposed and must be paid before the next fixtured match of the offending team.
- (Deleted 6/6/11)
- In the event of a walkover or forfeit being in the Saturday competition the offending team will incur a loss of four (4) points and a \$70.00 fine.
- The non-offending team: (a) will be credited with four (4) points and the score of ten (10) goals to nil (0); and (b) may submit to the Court Supervisor within seven (7) days, a list of players who may have played in that match and those players will be deemed to have played in that match.
- A forfeit may result in that Club being excluded entry into future competitions.
- All Competition Games commence at the time listed in the online fixture. Failure to Take the Court
  - In the event that there are fewer than five (5) players present for one Team, a maximum period of 1 minutes shall be allowed for at least five players of a Team to arrive.
  - If at the end of this time, there are fewer than five players present; the Game shall be deemed as a walkover, awarded to the non-offending Team (4 points, score 10-0).
  - In the event that there are fewer than five players present for both Teams, a maximum period of 1 minutes shall be allowed for at least five players of a Team to arrive.
  - A Team can only be awarded game if the said team has at least five players in position ready to play. If at the end of this time, there are fewer than five players present for both Teams the Game shall be abandoned with both teams incurring penalties as per 11.4
- Teams in the midweek indoor competitions who forfeit a match under any circumstances will be fine \$70 and lose four (4) points.
- If, after the commencement of a match, one team is unable or unwilling to continue playing, the other team will be declared the winner with a score of ten (10) goals to nil (0) or the score on the score sheet at the time the match ceased, whichever is the greater margin.

## CANCELLATIONS

When matches are cancelled on account of a total strike (eg; power, or situation created by a prolonged petrol strike), weather or some other cause, both teams will be credited with two (2) points and five (5) goals each and the competition will continue as per the fixture.

If a game for any reason cancelled or stopped, the result before half time will be a draw and 2 points awarded to each team. If game is cancelled or stopped after half time then the scores will stand as per the official score sheet and points will be awarded accordingly.

Should circumstances occur in which successive rounds need to be cancelled, the KDNA Management Committee will consider the position and determine a suitable course of action.

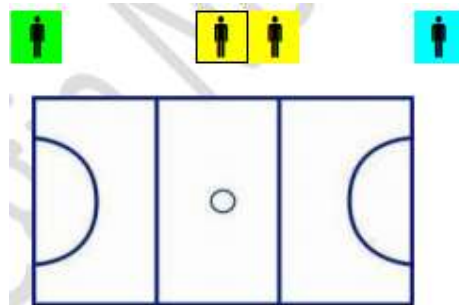
For more information see KDNA By-Laws s2, 10

Please note KDNA very rarely cancel games due to weather and require all players to attend their game time to be signed off. Failure to sign off could result in penalties for your team.

## COACHES/SCORERS – WHERE DO WE STAND

Where do the scorers stand? Opposite the centre circle

Where do the team bench officials stand (e.g., coach, team manager, substitute players)? They must stand along the sideline at either side of their scorer.



## SPECTATORS

All spectators, parents/guardians must stay located behind the white spectator line on the same side of the court as the scorers. No person/s are to be located behind the goal lines.

It is important that the coach can be clearly heard by players on the court at all times. Spectators are encouraged to cheer their team on with positive comments but to be aware that the coach is responsible for all game-time coaching.

We strongly encourage all spectators to recognise the efforts of all the players on the court as well as the umpires. Sometimes decisions will go against our teams; this is what happens with sport. It is important for the adults to model sporting behaviour at all times; our players are watching to see how we behave and tend to react accordingly.

## PLAYERS AND TEAM BEHAVIOUR

We expect all our players to model sporting behaviour at all times before, during and after the game.

Our teams have a tradition of shaking hands with the opposition and calling three cheers for themselves, the opposing team and the umpires. This is a nice way to end the game and reinforces the sense of friendly competition.

Some of our teams also have their own rituals with songs or chants, and these are also fun ways of building team spirit.

## FINGER NAILS

Each player must have short and smooth finger nails before they take the court.

The umpire checks the players' finger nails before each game – the nails are not to be above the end of a player's fingers.

Remember: cut your nails at home before you get to the courts.

## EARRINGS

No jewellery, body piercing or adornment that is deemed by the Association to be dangerous may be worn. A wedding ring or medical alert necklace is accepted if taped with appropriate fabric tape. Piercings must be taped with appropriate fabric tape if unable to be removed.

## WATERBOTTLES

Each player should bring a water bottle to each game, especially on hot days.

Each team is allocated a water bottle carrier to hold each player's bottle.

# 12. END OF SEASON

## END OF SEASON – ON THE LAST DAY

Participation awards are presented to every player by KDNA at the end of each season if they are not in the finals. Please see below for finals awards.

Players must make their way to the area outside the KDNA building for presentation of their award at the end of their final game.

## FINALS

Finals are played at the conclusion of the rounds for 11A sections and above. Medals are presented to every player by KDNA at the end of each season.

- Players must play at least three games in a section throughout the season to be eligible to participate in that section's final series.
- All information regarding KDNA finals can be under Finals in the KDNA Bylaws which can be found at [www.kingstondna.vic.netball.com.au](http://www.kingstondna.vic.netball.com.au)

## CLUB PRESENTATION DAY

At the conclusion of each season the Cheltenham East Dolphins Netball Club hold a presentation day for all teams and their families.

Awards are presented to players and coaches and team managers are recognised for their time, efforts and ongoing support. It is a great time to reflect on the season, recognise team improvements, enjoy being with friends and teammates, and celebrate all netball has to offer as a member of the Cheltenham East Dolphins Netball Club.

# 13. CEDNC CLUB POLICIES

For more details refer to the Cheltenham East Dolphins Netball Club **Policies and Procedures** please visit our website at [chelteastdolphins.vic.netball.com.au](http://chelteastdolphins.vic.netball.com.au).



# 14. CEDNC – CODES OF BEHAVIOUR

For more details refer to the Cheltenham East Dolphins Netball Club **Codes of Conduct** please visit our website at [cheltheastdolphins.vic.netball.com.au](http://cheltheastdolphins.vic.netball.com.au).

# 15. KDNA POLICIES

The Cheltenham East Dolphins Netball Club (CEDNC) plays in the Kingston District Netball Association (KDNA) competition and are therefore bound by the KDNA By-Laws dated 1<sup>st</sup> April 2019.

The full KDNA By-Laws can be found by visiting KDNA website at [www.kingstondna.vic.netball.com.au](http://www.kingstondna.vic.netball.com.au)

The following are a list of the main policies that all members should be aware of prior to each season.

## WEATHER POLICY

KDNA Weather Policy is as follows: ***(KDNA By-laws Section 3, 13.6)***

In the event of extreme weather conditions, the following rules apply:

- a weather subcommittee consisting of any three (3) members of the KDNA Management Committee present along with the Court Supervisor will determine whether matches / activities should proceed;
- matches will be cancelled if the temperature is 36 degrees Celsius or more registered on a thermometer kept outside the shade near the court supervisor's office for the outdoor matches and indoor near the court supervisors' bench for indoor matches;
- if the weather subcommittee considers before the start of a match that the match should be cancelled then:
  - score sheets are to be filled in and at least five (5) players must be present for verification by the umpire/s; except in Netta and 11&U not playing finals.
  - if both opposing teams have five (5) or more players present, two (2) points will be awarded to each team;
  - teams with fewer than five (5) players present will forfeit the match and must pay walkover fines.
- if the weather subcommittee considers that matches should proceed and the teams mutually agree to abandon the match, neither team will receive points;
- if after play commences, the weather subcommittee decides that the weather conditions have deteriorated or the temperature on the KDNA thermometer registers 36 degrees Celsius or more, the weather subcommittee may postpone or cancel the match. If a match is cancelled before half time under this By-Law, the match will count as a nil-all (0-0) draw and all goals will be deleted from the score sheet. If a match is cancelled at or after half time, the score on the score sheet at the time the match is cancelled will be the final score of the match.
- the weather subcommittee are mindful of the effects of the temperature on the court surface temperature and as such may, at their discretion, adjust the game quarter times as follows: at 33 Celsius to 4 x 8 minute quarters, at 34 Celsius to 4 x 8 minute quarters, at 35 Celsius to

4 x 7 minute quarters, with the decrease in quarters allowing for increased rest and rehydration times at all three breaks, thereby the overall game time is the same.

## DRESS CODE

KDNA Dress Code Policy is as follows: ***(KDNA By-laws Section 4, 14)***

- The Committee must approve all uniform colours and designs.
- Clubs must notify the KDNA Management Committee in writing of any proposed changes to their uniform. The KDNA Management Committee must approve all changes.
- Uniform requirements are as per KDNA Competition Rules.
- Players will not be permitted to take to the court unless they are in full uniform by 3rd week of season commencement.
- The KDNA Management Committee may direct a Club or Team to change its uniform if the uniform is very similar to the uniform of an existing Club or Team; or, if any aspect of the uniform is regarded by the KDNA Management Committee as unacceptable.
- Tracksuit pants, Gloves, Hard peak caps and Singlet tops and bike shorts are not permitted, except on the grounds of medical condition upon receipt of a doctor's certificate signed by a qualified medical practitioner, or religious and cultural reasons upon application to the committee of management in writing.
- White long sleeve tops may be worn under Club Uniform.
- In the event that two club teams within the one section are fixtured to play each other, the first named team on the fixture must change the colour of their Position Patches / Bibs for the duration of the game.

## PHOTOGRAPHY

### NO UNAUTHORISED PHOTOGRAPHY OR VIDEO

***Netball Australia Member Protection Policy (Effective 1 January 2014) Page 6 of 21***

#### **7. Position Statement: Taking Images of Children**

- Images of children can be used inappropriately or illegally. Netball Australia requires every person and organisation bound by this Policy, wherever possible, to obtain permission from a child's parent/guardian before taking an image of a child that is not their own. They should make sure the parent/guardian understands how the image will be used.
- Netball Australia, Member Organisation and Affiliates (where applicable and relevant) also requires the privacy of others to be respected and disallows the use of camera phones, videos and cameras to be used inside changing areas, showers and toilets.
- When using a photo of a child, Netball Australia, Member Organisation and Affiliates (where applicable and relevant) will not name or identify the child, publish personal information such as residential address, email address or telephone numbers without the consent of the parent/guardian.



- Netball Australia, Member Organisation and Affiliates (where applicable and relevant) will not provide information about a child's hobbies, interests, school, or the like as this information can be used by paedophiles or other persons to groom a child.
- Netball Australia, Member Organisation and Affiliates (where applicable and relevant) will only use images of children that are relevant to netball and will ensure that they are suitably clothed in a manner that promotes participation in netball. Wherever possible, netball will seek permission from a child's parent/guardian before using the image.

## KDNA INJURY POLICY

KDNA Injury Policy is as follows: **(KDNA By-laws Section 3, 13.1)**

- In the event of an injury not attended to by KDNA First Aid Officer, all clubs will be responsible for recording all injuries at the discretion of the injured player or players' guardian (player under 18) on the Injury Reporting Sheets provided.
- All players in a KDNA representative team are responsible for recording all injuries at the discretion of the injured player or players'

## KDNA FIRST AID POLICY

KDNA First Aid Policy is as follows: **(KDNA By-laws Section 3, 13.4)**

- KDNA will provide a First Aid Kit complying with Netball Victoria Info net RM2 – First Aid for Netball.
- The First Aid Kit will be stored inside the pavilion in the First Aid area and all appropriate personnel (court supervisors, umpires and coaches) will have access to it.
- The KDNA Management Committee will maintain the first aid kit supplies. An inventory will be completed when required.
- EPIPEN / ANAPEN Players with diagnosed anaphylaxis MUST carry their own prescribed EPIPEN / ANAPEN.
- BRONCHODILATORS Players with diagnosed asthma MUST carry their own bronchodilator / spacer etc. KDNA will provide emergency Ventolin inhaler for administration by trained first aider.
- DEFIBRILLATOR KDNA will provide a portable defibrillator to be used in emergency situations. Only a trained person can administer the Defibrillator.

KDNA will have a designated room or area for the treatment of injuries. The room or area should be kept clean and accessible at all times.

## BLOOD POLICY

Blood Policy (if matches are centrally timed with no injury time). All forty (40) minute matches shall follow this procedure.

- The game is stopped - the clock is not stopped. Umpire will inspect the ball and court for presence of blood. Clean if necessary.
- Player leaves the court - substitution rules apply (with no time allowance).
- Play is resumed.
- When the player is ready to come back on the court she/he must wait until the next stoppage in play. The umpire will inspect the player to ensure the blood flow has ceased and there is no blood on the player or her/his uniform.
- In eleven (11) & under sections 'B' & 'C' only a player may return to the court immediately after informing the umpire. Eleven (11) and Under A section will abide by Adult Rules.
- If the removal of an injured or bleeding player results in a team having fewer than five (5) players, the umpire may allow the injured or bleeding player up to two (2) minutes to recover.