



**CAULFIELD AND DISTRICT NETBALL ASSOCIATION
INCORPORATED**

Registration No. A0027504N

BY-LAWS

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DEFINITIONS

“Association” means the Caulfield and District Netball Association Incorporated.

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

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

“Committee of Management” is the governing body of the Association.

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

“Core Player” refers to a player who is an original part of a team – one who has been registered with that team for the current season.

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

“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.

“Individual Team” is a team which is not affiliated with a governing Club

“Team Official” has the meaning given to it by By-Law 20.

BY-LAWS

These By-laws govern the Caulfield and District Netball Association. The Association adopted this updated version of these By-laws on 20th January 2022. Any amendments to these By-laws come into effect on the date they are approved by the Association and will remain in force until amended, repealed or replaced.

1. CLUB DELEGATE MEETINGS

- 1.1 Club Delegate meetings will be held on the dates determined by the Association and advised to Clubs from time to time.
- 1.2 It is compulsory for all Clubs / Independent Teams to be represented at the Club Delegate meetings by a minimum of 1-2 Delegates.
- 1.3 Clubs who do not comply with By-law 1.2 may be fined by the Association (with the amount of the fine to be determined by the CDNA Committee of Management – refer Appendix 1).

2. CORRESPONDENCE

- 2.1 All correspondence must be sent in writing from the Club Secretary or authorised person to the CDNA Office or Association Secretary.
- 2.2 All correspondence from the Association will be addressed to the Club Secretary or authorised person.

3. FINANCES

- 3.1 Fees
 - (a) The CDNA Committee of Management shall determine the fees to be paid by each Club and Independent Team to the Association at least annually.
 - (b) The fees shall be calculated to cover the costs of Association and Competition management activities.
 - (c) All monies due to the Association must be paid by the nominated due date. Clubs or Independent Teams that have not paid by the nominated date will not be permitted to take the court.
 - (d) Any individual with outstanding debt to the Association shall not be permitted to take the court for any Club or Team in any competition until the outstanding debt is paid.
 - (e) Any individual who breaches By-law 3.1(d) may be subject to a fine as determined by the CDNA Committee of Management – refer Appendix 1.
- 3.2 Reimbursements / Payments
 - (a) CDNA Committee of Management members may be entitled to claim authorised expenses incurred whilst acting in an official capacity for the Association. Receipts must be supplied to the Association in order for any reimbursements to be made.
 - (b) The CDNA Umpire Coordinator, Umpires, COVID Safety Officers, Program Coordinators and Court Supervisors will be paid at the rate and frequency determined by the Association.
 - (c) Other Association personnel may be entitled to claim authorised expenses incurred whilst acting on behalf of the Association as determined at the discretion of the Association on a case-by-case basis.

4. INFORMATION TO CLUBS

4.1 The Association shall provide information to all Clubs prior to the start of the season. This information may include:

- (a) Association contact details
- (b) Association yearly calendar
- (c) Competition By-laws
- (d) Fixtures
- (e) Details of courses, seminars etc. if available at the time.

5. CLUB AND INDEPENDENT TEAM REGISTRATION

- (a) In order for a Club or Independent Team to be eligible to compete in the Association's competitions, the Club or Team must register to the Association by the due date.
- (b) All Clubs and Independent Teams that are registered to the Association shall receive information from the Association, which may include:
 - (i) Due date and amount of all fees and levies that are to be paid for the season, including Registration Fees, Court Fees, Netball Victoria Fees and any other fees that may be deemed necessary for that season;
 - (ii) Information regarding any meetings or other requirements of the Association; and
 - (iii) Any information provided in accordance with Bylaw 4.
- (c) No Club or Independent Team who submits a team registration to the Association is to be considered registered until the Association confirms in writing to the Club or Independent Team.
- (d) The Association reserves the right to reject the registration application of any Club, Club team or Independent Team applying to the Association to participate in a competition.
- (e) All Clubs and Independent Teams will have access to relevant Netball Victoria policies, procedures, regulations and Codes of Conduct via the Netball Victoria website.
- (f) Players named on the team registration list are deemed to be registered to that team
- (g) Additional players must be registered in an existing team in the following manner:
 - (i) Registration to the applicable CDNA competition in Netball Connect, through the specific link from their club / team. Players can then be added to the team list that appears on the scoresheet. Independent teams contact the CDNA Office.
 - (ii) Players can only be registered in one team per season and that team is the first team in which they play that season. The only exception to this rule is

where a female player is registered to play in both a mixed and female division.

- (h) Clubs and Independent Teams who do not comply with By-Law 5 (g) may be fined by the Committee (with the amount of the fine to be determined by the committee – refer Appendix 1)

6. NETBALL VICTORIA MEMBERSHIP

- 6.1** The Netball Victoria membership fees are set annually by the Victorian Netball Association Inc.
- (a) In order to be eligible to participate in affiliated Association competitions or programs (including NetSetGo), as a player, coach or umpire, an individual must be a current financial Netball Victoria member. All Junior, Senior and All Abilities players, coaches and umpires must register through the appropriate online registration process as set forth by Netball Victoria and/or the Association.
- (b) An off-the-court membership product is offered to those Association members that have an off-court role. This applies to and can include Team Managers, Committee members, administrators, volunteers, parents and spectators.
- 6.2** No player, coach or umpire will be permitted to participate in the Association's activities in any capacity without a current Netball Victoria membership. Any breach of this By-law will be subject to sanction to the individual, Independent Team or Club as determined by the Committee. Refer to Appendix 1, Section 3
- 6.3** Single Game Vouchers may be used.
- (a) Individuals may purchase a Single Game Voucher and purchase of a voucher will allow the individual to participate as a player in the Association's activities only for the particular game or activity to which the Single Game Voucher relates.
- (b) A player must purchase a Single Game Voucher through the nominated process prior to becoming eligible to participating in the relevant game or activity.
- (c) A maximum of three (3) Single Game Vouchers may be purchased per year by the player before the player must become a Netball Victoria member for the year.
- (d) Clubs and Independent Teams who do not comply with By-Law 6.3 may be fined by the Association (with the amount of the fine to be determined by the Committee – refer Appendix 1)

7. INCLUSIVE ENVIRONMENTS

- 7.1 The Association is committed to providing a safe, fair and inclusive sporting environment where all people can contribute and participate
- 7.2 The Association may allow for concessions for individuals where necessary. Applications must be made in writing to the Committee of Management.

8. AGE REQUIREMENTS

- 8.1 Participant age is determined as at 31st of December of that year.
- 8.2 Clubs and Independent Teams are trusted to obtain and provide correct dates of birth. CDNA reserves the right to request proof of age if required
- 8.3 Minimum age requirements are, in accordance with Bylaw 8.1:
- (a) 9&U – 8 years
 - (b) 11&U – 9 years (However, in the 11&U section, the Association will accept children in the same school year level whose birthday is after December 31st but before May 1st of the following year. This exception will be removed from 2023.)
 - (c) 13&U – 11 years
 - (d) 15&U – 13 years
 - (e) 17&U – 14 years
 - (f) Open - 15 years
- 8.4 An Independent Team or Club who does not comply with By-law 8 may be fined by the Committee (with the amount of the fine to be determined by the Committee – refer Appendix 1).

9. GENDER REGULATION

- 9.1 In line with Netball Victoria's Gender Regulation, the Association will adhere to the following:
- (a) Net Set Go, 9&U, 11&U and 13&U Competitions – there are no restrictions applied on the basis of gender
 - (b) 15&U and 17&U Mixed Competitions – there can be a minimum of 0 males and maximum of 3 males on the court at any one time, only one male allowed in each third on the court. This means:
 - (i) One male is permitted in the defence third occupying the position of Goal Defence or Goal Keeper,
 - (ii) One male is permitted in the middle third occupying the position of Centre, Wing Attack or Wing Defence,
 - (iii) One male is permitted in the goal third occupying the position of Goal Attack or Goal Shooter

10. GRADING

- 10.1** A Grading Committee will be appointed by the Association to evaluate, grade and re-grade all teams, in line with the CDNA Grading Policy.
- 10.2** The Grading Committee reserves the right to reject any team applying for entry to the competition.
- 10.3** Re-grading may occur if determined by the Grading Committee. The Association will notify clubs / Independent Teams of the date either at the Delegates Meeting or in writing via email. Where there is an obvious discrepancy after this time, the Grading Committee may make any necessary changes.
- 10.4** All re-grading requests submitted to the Association by an Independent Team or Club will be considered by the Grading Committee and must be submitted in writing as stated by the CDNA Office.
- 10.5** The grading committee will be the ultimate adjudicator of all grading decisions.
- 10.6** Following the re-grading period, all sections and teams will have their premiership points and goals reset back to zero.

11. DRESS CODE

- 11.1** Players
- (a) Each Club and Independent Team must submit its proposed uniform to the Association for approval.
 - (b) Clubs and Independent Teams must notify the Association in writing of any proposed changes to their uniform for approval
 - (c) All players must wear their Club's or Independent Team's nominated uniform including positional bibs and any sports brief when participating in the Association's activities. Players may wear the team dress or team t-shirt/singlet and team shorts/skirt if they wish. Any shorts must be ones provided by the Club or Independent Team and plain without emblems, third party branding (other than club logos/manufacturers/sponsors) or any other adornments and must be above the knee and must not have pockets or zips. These must not be bike shorts on their own. T-shirts or singlets must be tucked in if the Club or Individual Team skirt/shorts cannot be seen clearly seen. Sports briefs must not be longer than the skirt or the dress.
 - (d) Players in the 9/U and 11/U competition only may wear tight fitting leggings and full-length long sleeve t-shirts underneath their club / team uniform for the entire year if they wish. Legging and t-shirt colour must be black or navy, unless prior exemptions have been approved. Leggings and t-shirts must not deviate from these colours and will not be allowed with pockets, zips, emblems, patterns (eg floral), lace or any other adornments.
 - (e) Players in the Open section only may wear pants, shorts or bike shorts either under their existing club dress / shorts or on their own if they wish. These bottoms must be either black or navy, not brightly coloured or patterned, and will not be allowed with pockets, zips, emblems, patterns (eg floral), lace or any other adornments. All Open players must still wear an official club top to play. Fill-in players may not play in plain black or plain coloured tops unless a specific exemption has been granted.

- (f) During Term 2 and Term 3 only, all age groups are permitted to wear tight fitting leggings and full-length long sleeve t-shirts underneath their club / team uniform if they wish. Legging and t-shirt colour must be black or navy, unless prior exemptions have been approved.
- (g) No jewellery, body piercing or adornment (including visible anklets) may be worn. Any items that cannot be removed due to medical / cultural reasons may be taped securely with appropriate fabric tape.
- (h) Fingernails must be short and smooth when participating in the Association's activities. Taping of nails is not permitted. Gloves are not permitted. Players will not be able to take the court if this requirement is not met.
- (i) No hard-peaked caps may be worn, only soft peaked hats, visors or bucket hats. Sunglasses are also permissible.
- (j) Any player may seek a variation to the uniform for medical, cultural, religious or other reasonable grounds and must submit a request to the Association through the correct communication channels, which may be granted or declined at the discretion of the Association.
- (k) Suitable netball specific footwear must be worn.
- (l) 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 penalty will be applied immediately.

Penalty: Two (2) goals for each incorrectly uniformed player to the non-offending club or individual team and will be recorded by the umpire (Refer Appendix 1).

11.2 Umpires

- (a) Umpires shall wear uniform as determined by the Association. Suitable footwear is required.

11.3 Representative Squad

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

12. CONDUCT OF GAMES

- 12.1 The Association is subject to, and must comply at all times with, The "Official Rules of Netball" as amended or revised from time to time.
- 12.2 The length of quarters for all matches governed by the Association will be determined by the Association prior to the start of the season.
- 12.3 Timing will be operated centrally by the Competition Supervisor.
- 12.4 As games are centrally timed, there will be no injury time. However, matches may be stopped by the umpires at their discretion at any stage, as considered appropriate, to ensure the safety of players and maintain a safe playing area.

12.5 Blood Policy

- a) The game is stopped - the clock is not stopped.
- b) Player leaves the court - substitution rules apply (with no time allowance). During the stoppage both teams may make substitutions and/or team changes. All players not affected or being substituted remain on court.
- c) Play is resumed.
- d) If the player has not been replaced on court, once cleaned and checked by the umpires, they may return to the court at any stoppage (after goal scored, injury or interval). At 9/U and 11/U level, umpires may use their discretion with allowing players back onto the court at any time.

13. SCORING

- 13.1** The Association will provide an official scoresheet for all games.
- 13.2** It is the responsibility of the first named Independent Team or Club to score the game and to pick up the score sheet from the Competition Supervisor each week
- 13.3** Each Independent Team or Club must provide a non-participating scorer for all games.
- 13.4** The scorers must stand together for the duration of the game on the sideline level with the centre circle, in the designated boxes painted on the ground.
- 13.5** One (1) official scoresheet will be used for each game. This scoresheet will list the complete names (both given and surname) of all players intending to participate as players in the game. This Scoresheet shall also indicate the positions played at the commencement of the 1st quarter and the game score, including the final result of the match, entered into the appropriate box. A record of centre passes must also be kept and provided if requested by an umpire.
- 13.6** At the conclusion of the game, to indicate their satisfaction that the information on the official scoresheet is correct, the official scoresheet is to be signed by the captains of both competing Independent Teams or Clubs and the scorers.
- 13.7** The officiating umpires must also sign the scoresheet to indicate they have officiated the game.
- 13.8** The winning team must return the scoresheet to the Competition Supervisor after the game has finished and all parties have signed it.
- 13.9** Clubs and Independent teams who do not comply with Bylaws 14.2-14.6 may be fined by the Association (with the amount of the fine to be determined by the Committee – refer Appendix 1).
- 13.10** If a scorer, Independent Team or Club believes the score is incorrect they must:
 - (a) not sign the official scoresheet and notify the Competition Supervisor;
 - (b) lodge a dispute in writing, through official club channels, with the Association's Netball Operations Manager within 48 hours of the game being played.The result of the dispute will be advised and this decision shall be final and binding on all parties.

14. COMPETITION LADDERS

- 14.1** Competition ladders will be made available by the Association during competition seasons, following the re-grading period.
- 14.2** Premiership points are awarded during competition seasons as follows:
- (a) 4 points for a win or bye;
 - (b) 2 points for a draw; and
 - (c) 0 points for a loss, forfeit or abandonment (due to weather, injury or other unforeseeable circumstances – exceptions are stated in By-law 19).
- 14.3** In the event of Teams or Clubs being equal on points, positions shall be determined by the percentage of goals scored for and against each Team or Club (with higher percentage from the relevant Teams or Clubs leading to higher position on the ladder). In the event of Teams or Clubs being equal on percentage, positions shall be determined by the greater number of goals scored by those Teams or Clubs.

15. BORROWING PLAYERS

- 15.1** 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:
- (a) the second (2nd) team is in the same Club as the team in which the player is registered;
 - (b) the second (2nd) team has more of their core players on the court than fill-in players (ie, a minimum of 4 core players)
 - (c) the second (2nd) team is in a higher grade of the same age division or an older age division than the team in which the player is registered
 - (d) the player plays no more than four (4) matches in any one team in a higher grade of the same age division in any season;
 - (e) the player plays no more than four (4) matches in any one team in an older age division in any season.
- 15.2** When filling in for another team, players must ensure their name is included on the team list.
- 15.3** In the spirit of participation, players in the 9/U division may borrow players from their own club teams within the same section.
- 15.4** Where a player has played a fifth game for a team at a higher grade, the player will then belong to the team in the higher grade. Whilst the Association keep track of all fill-in players, it is up to the club to keep track and be aware.
- 15.5** An Independent Team or Club who does not comply with By-law 16 may be fined by the Association (with the amount of the fine to be determined by the Committee – refer Appendix 1).

16. FINALS

- 16.1** Finals will be played at the conclusion of the regular rounds of a season with the exception of 9&U and 11&U
- 16.2** The format for finals for any given competition will be determined by the Association.
- 16.3** The number of premiership points gained during the season shall determine teams qualifying for finals. In the event of teams being equal on points, positions shall be determined by the percentage of goals scored for and against. In the event of teams being equal on percentage, positions shall be determined by the greater number of goals scored for.
- 16.4** Players must play at least three (3) games in a team throughout the season to be eligible to participate in that section's Final Series.
- 16.5** Players may only take part in one (1) finals game in a day. This is with the exception of those players registered in a mixed and separate female division.
- 16.6** By-law 13 applies to finals matches in the same manner as regular season matches.
- 16.7** If a final does not reach half time, the ladder position will stand or where possible games may be re-scheduled.
- 16.8** Drawn games where a winner is required will be conducted as follows.
- (a) The duration of extra time shall be as follows:-
- (i) There will be a two (2) minute interval at the end of full time;
- (ii) Extra time will consist of 2 x 3 minute halves, with an interval of one (1) minute at half – time. Teams shall change ends at half – time. The Centre Pass is taken by the team entitled to the next Centre Pass;
- (iii) During both intervals, substitutions and/or team changes may be made
- (iv) During extra time, normal injury or illness procedures shall apply;
- (v) In the event of a tie remaining at the end of extra time, play will continue until one team has scored two (2) goals consecutively.
- (vi) A CDNA Official may oversee the scoring duties during extra time
- 16.9** The Association will determine awards for premiers and runners-up in competitions.

17. FORFEITS

- 17.1** In the event that an Independent Team or Club forfeits prior to the game clock starting, only players of the non-offending Independent Team or Club will be deemed to have participated in that game. Players of the offending Independent Team or Club will not be credited that game in their match count.
- 17.2** A score of ten (10) to zero (0) will be recorded and four (4) points awarded to the opposing team.

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- 17.3** If a Team or Club notifies the Association office by 6pm on the day prior to competition, or by 12pm on the day of competition for 9/U and 11/U, of its intent to forfeit, no penalty will be imposed.
- 17.4** An Independent Team or Club who does not comply with By-law 17.3 may be fined by the Association (with the amount of the fine to be determined by the Committee – refer Appendix 1) and this fine must be paid before their next game.
- 17.5** A forfeit may result in that Club or Independent Team's exclusion from entry into future competitions.
- 17.6** When only one (1) team has five (5) or more players ready to play at the start of the match, the Panel Umpire will award them one (1) goal for each completed minute (maximum of five (5) minutes) before a walkover is declared.
- 17.7** If neither team has five (5) or more members in position on the court and ready to play at the start of the match, walkover fees apply to both teams and teams receive no points and have a zero (0) to zero (0) score recorded. No player will be credited with playing
- 17.8** When a game is in progress with a team fielding five (5) players; should a player from that team be injured and unable to continue playing a walkover shall be declared. Four (4) points and ten (10) goals to zero (0) will be awarded to the opposing team. Walkover fees do not apply in this situation. After half time the score will stand.

18. CANCELLATIONS

- 18.1** When games for an entire division are cancelled, before they commence, on account of a factor beyond the control of the relevant Independent Teams or Clubs (e.g. power outage, weather or other extenuating circumstances) the match will be deemed as abandoned and neither team will receive goals or premiership points.
- 18.2** In the event that a game is cancelled due to weather, a maximum of twelve players for each Independent Team or Club can be deemed to have participated in the game.
- 18.3** Should circumstances occur which require successive rounds to be cancelled; the Association will consider the position and determine a suitable course of action.
- 18.4** a) If a match has commenced and is cancelled prior to the ½ time siren, each team will be awarded 2 points
b) If a match has commenced and is cancelled after the ½ time siren, the current score will stand
- 18.5** Unless the cancellation of matches is communicated well in advance through email, text and / or on the CDNA social media pages / website, all teams are expected to report to the courts for their scheduled matches. Teams are required to have 5 players sighted by their match appointed umpires and recorded.

19. SELECTION OF REPRESENTATIVE TEAMS

- 19.1** The Caulfield and District Netball Association Representative Head Coach will organise the Representative squad selection trials.
- 19.2** Selection trials will be conducted under the following conditions:
- (a) Trials will be advertised via email, on the CDNA website, through the domestic competition and on social media, with a clear closing date for registrations.
 - (b) All players must register to trial before the trial date and by the designated closing date.
- 19.3** Team Selection Panels
- (a) A minimum of three Selectors must be appointed for each age group selection
 - (b) Selectors may be appointed to more than one panel
- 19.4** All trials will be conducted in line with the CDNA Representative Team Selection Policy.
- 19.5** Players shall be notified of the outcome of selection trials within the timeframe nominated by the Association.
- 19.6** Players may request feedback from the selections through the Association office in writing only.
- 19.7** The Team Selectors' decision shall be final and no appeals regarding selections made under this Bylaw are available.
- 19.8** Separate Representative By-laws and policies are available on the CDNA website.

20. TEAM OFFICIALS

- 20.1** The Team Officials shall consist of the following roles:
- (a) Coaches
 - (b) Team Managers
 - (i) A team manager shall be appointed for each selected Team or Club.
 - (c) Scorer – as outlined in By-law 14.
 - (d) Umpires
 - (i) Two umpires shall be appointed for each match by the Association.
 - (ii) All umpires must have at minimum completed the online theory exam and have attended the Introduction to Umpiring Workshop
 - (e) Captain

21. AWARDS

- (a) All NetSetGO, 9&U and 11&U participants will receive a participation award as deemed appropriate by the Association.

- (b) All players who participate in a grand final will receive an award to be determined by the Association.

22. COURSES, SEMINARS & OTHER OPPORTUNITIES

- 22.1** The Association shall provide notification of opportunities for all members to further develop themselves through courses, seminars and other personal development activities.
- 22.2** The Association will endeavour to provide accredited coaching, umpiring and personal development courses throughout the year.

23. CHILD SAFETY

- (a) The Association and all Independent Teams and Clubs are responsible for the management, administration, observance, promotion, enforcement and monitoring of the Child Safety in Netball Policy and Code of Conduct.
- (b) Any person wishing to record photographs or video of a match and/or specific players must first obtain permission from the other team and the Association. This permission, and their details, must be recorded on the form supplied by Association, and the terms stated within must be agreed to. This form can be obtained from the Control Box.

24. RISK MANAGEMENT

24.1 Injury Reporting

- (a) All Independent Teams and Clubs are responsible for recording all injuries of the injured player (or players' guardian for players under 18).
- (b) All players in an Association representative team (or players' guardian for players under 18) are responsible for reporting all injuries to their coach or team manager.

24.2 Game Day Checklist

- (a) A Netball Australia Game Day Checklist must be completed prior to all Association and Independent Team and Club competitions, tournaments, games, programs and training. This will be done by the Court Supervisor.
- (b) Any hazards identified will be:
- (i) Documented;
 - (ii) Rectified if possible; and
 - (iii) Reported to the appropriate agency (local council, reserve committee) if major repair is required.

24.3 First Aid

- (a) The Association will provide a first aid kit for competitions played at the Association's venues.

- (b) The first aid kit will be stored in the Control Box and all appropriate personnel (including court supervisors and umpires) will have access to it.
- (c) The Court Supervisor and Netball Operations Manager will maintain the first aid kit supplies.
- (d) The Association will have a designated area for the treatment of injuries. The area should be kept clean and accessible at all times.
- (e) The Association will ensure that a qualified first aider is present at all competitions.

24.4 Emergency procedures

Emergency phone numbers - ambulance, police and an emergency procedure plan is to be displayed at the Association venue and in the first aid kit.

24.5 Weather

In the case of extreme weather conditions, the Association shall refer to the Association's weather policy (see Appendix 2).

24.6 Smoke Free

The Association adopts a smoke free policy.

By Law, smoking is banned within 10 metres of an outdoor public sporting venue during organised underage sporting events and training sessions.

24.7 Pregnancy

The Association adopts the policy as per Netball Australia Member Protection Policy

25.9 Drug Policy

The Association does not support the use of performance enhancing substances and views any such use as detrimental to both the sport of netball and the spirit of the game.

25.10 Sun Protection

The Association has created and adopted a sun smart policy.

25.11 Codes of Behaviour

The Association has created their own Codes of Behaviour, which are in line with the Netball Australia Member Protection Policy and Netball Victoria Codes of Conducts. All Clubs & Independent Teams are bound by these codes.

25. DISPUTE RESOLUTION

25.1 If a member wishes to lodge an official complaint to the Association, they may do so provided the following essential criteria are met:

- (i) It is received within a maximum of three (3) working days
- (ii) It is lodged directly with the Association
- (iii) it is lodged on the official form (available from the Association website)
- (iv) Where possible, it is received from the President or Secretary of a Club or Coach / Team Manager of an Independent team and not an individual member

- 25.2** Caulfield & District Netball Association will handle each complaint using the guidelines set forth in Netball Victoria's Competition Complaints Handling Regulation and CDNA Grievance Policy.
- 25.3** Where a member breaches a By-law, and that By-law prescribes a penalty for such breach, then the Complaints Manager may impose such penalty. For any other breach of the By-laws, the Complaints Manager will impose any other penalty it sees fit in accordance with these By-laws and the Constitution.
- 25.4** Any member who does not agree with a penalty or action of the Complaints Manager made under this By-law, may advise the CDNA Committee in writing within a timely manner following the penalty or decision being made. The Committee may then:
- (i) Discuss the issue with the relevant party and then make a decision regarding the matter. The Committee shall inform the party/s involved of their decision either verbally or in writing; or
 - (ii) Have an informal meeting with the relevant party/s in order to discuss and resolve the dispute.
- 25.5** Any penalty imposed under By-law 25.1 is final.
- 25.6** In addition to its own, the Association adopts the following policies, regulations and procedures:
- (a) Netball Victoria Cyber Safety Policy - <https://s3-ap-southeast-2.amazonaws.com/netball-wp-assets/wp-content/uploads/sites/5/2018/11/30151040/Cyber-Safety-Policy.pdf>
 - (b) Netball Victoria Competition Complaints Handling Regulation - <https://s3-ap-southeast-2.amazonaws.com/netball-wp-assets/wp-content/uploads/sites/5/2018/11/04160526/NV-Competition-Complaints-Handling-Regulations-Effective-1-January-2018.pdf>
 - (c) Netball Australia Member Protection Policy - https://s3-ap-southeast-2.amazonaws.com/netball-wp-assets/wp-content/uploads/sites/5/2018/12/20131550/Member-Protection-Policy-and-Attachments_2017-9ca6-1.pdf

26. SET UP / PACK UP DUTIES

By registering a club or team to compete in the Association's competitions, the Club or Independent Team acknowledges the requirement to assist with set up / pack up duties if they are fixtured on the first or last round of the day. The Court Supervisors will assist with the necessary duties. Clubs or Independent Teams that fail to perform these duties may be subject to a fine as determined by the Association (*Refer Appendix 1*)

27. SPECIAL CIRCUMSTANCES/PROVISIONS CLAUSE

Where these By-laws are silent on a particular matter, a decision can be made by the Committee. In exceptional or extenuating circumstances, the Committee may, act reasonably, alter, vary or waive the requirements set out in these bylaws relating to the Association.

28. INDEMNITY

Except where provided or required by law and such cannot be excluded, Caulfield & District Netball Association and its officers, members, servants or agents are absolved from all liability however arising from injury or damage, however caused arising whilst participating as a member.

29. SPECTATORS

All spectators, parents/guardians must stay located behind the white spectator line on the same side of the court as the scorers are located. No person/s is to be located on the court behind the goal lines. The Association expects all spectators to abide by the Code of Behaviour at all times and penalties may be given if they are breached (such as loss of premiership points or suspension etc)

30. COACHING BENCHES

All coaches must be located with their team bench on either side of the scorers. Both team benches are not to be located at the same end of the court. Coaches and assistant coaches must remain at their own end of the court for the duration of the match and may only walk as far as the transverse line at their end. (This may be extended to halfway for the 9&U and 11&U competitions).

31. DOGS

In line with Glen Eira Council Laws, dogs are not be allowed on the concrete surfaces or artificial grass sections of the Duncan MacKinnon Netball facilities (this includes the court playing area, spoon drains and the spectator area at the North Road end of the courts). If the owner does not remove the dog the match will be suspended until the owner complies.

APPENDIX 1: CAULFIELD AND DISTRICT NETBALL ASSOCIATION PENALTY POLICY


Caulfield and District Netball Association Penalty Policy

1. By-Laws relating to Non-Attendance by club representative at Delegates meeting (Sect 1.3)

All Age Groups - \$50 fine

2. By-Laws relating to non-payment of fees (Sect 3.1)

\$50 fine (at discretion of Committee) Non-financial Clubs or Independent Teams will not be permitted to take the court.

3. By-Laws relating to the following (Sect(s) 5, 6.3, 8, 13, 15):

- a. Borrowing players
- b. incorrect scoresheet procedure
- c. playing of unregistered or ineligible players
- d. improper use of Single Game Vouchers

9/U and 11/U Age Group - \$50 Fine

13/U-Open Age Groups - Loss of 4 competition points and potential sanction of individual player

4. By Laws relating to Incorrect Uniform violation (Sect 11)

Two (2) goals for each incorrectly uniformed player to the non-offending club or individual team and will be recorded by the umpire.

5. By-Laws relating to Late notification of forfeit (Sect 17.3)

All Age Groups - \$50 fine

6. Failing to complete set up/pack up duty as allocated by CDNA Court Supervisor (Sect 26)

All Age Groups - \$50 fine

APPENDIX 2: CAULFIELD AND DISTRICT NETBALL ASSOCIATION WEATHER POLICY



Weather Policy

The CDNA weather policy has been adopted in accordance with the guidelines set down by Netball Victoria.

Netball is traditionally a winter, outdoor sport and CDNA's preference is to NOT cancel games. However, player and umpire safety is paramount and if the courts or conditions are deemed to be unsafe by the Courts Sub-Committee, matches will be cancelled.

The Courts Sub-Committee consists of: Competition Supervisor (Control Box Supervisor), Umpire Coordinator and the Court Supervisor/s.

1. Extreme Heat

In the case of extreme heat, prior to each match commencing, readings will be recorded from [Bureau of Meteorology – Moorabbin Airport station](#) and the [Wet Bulb Globe Temperature Chart](#) will be consulted to incorporate the humidity and determine the relative temperature.

In the event that the WBGT reaches:

- 32°C - Quarters will be reduced by 1 minute and a 30 second drink break will be incorporated at ¼ time and ¾ time.
- 36°C - Current matches will be cancelled until the WBGT temperature reduces.

Preventative measures can be undertaken to minimise heat injuries.

- Examples include the provision of appropriate sun protective hats, appropriate sunscreen, spray bottles and drinking water.
- Players should hydrate 24 hours in advance of their scheduled match time.

2. Wet Weather

Netball is traditionally a winter, outdoor sport and CDNA therefore will play if there is rain. If the rain or the residual water on the courts is deemed to be too heavy or dangerous, the match may be delayed, postponed or cancelled.

3. Lightning

In Australia, statistics show that lightning accounts for 5-10 deaths and 100+ injuries annually and that approximately 25% of people killed by lightning are playing sport. Should thunderstorms present on match day, CDNA will adopt the "30-30" rule to determine whether a game should be cancelled or suspended.

- When lightning is sighted, count the seconds until thunder is heard
- If that time is **more than 30 seconds**, remain vigilant and observant
- If that time is **30 seconds or less**, the thunderstorm is within 10km and is dangerous and all activity is to cease immediately
- Activities may not be resumed until **30 minutes** after the last detection of thunder or lightning

CDNA guidelines:

- Matches will be routinely cancelled in the event of HEAVY rain, hail and/or lightning.
- Games will not be cancelled because it is cold.
- The decisions to cancel matches in advance are done with as much knowledge, information and notice as possible
- The decisions to cancel matches on competition days are made round by round.
- Match cancellations will not be based on player/umpire/spectators' comfort – only safety
- If players/coaches wish to forfeit their match they are free to do so. If both teams agree, no points will be given. If only one team wishes to forfeit, then the other team will receive the points for the game
- If parents do not want their children to play for whatever reason, they have the option to remove their child.

At no stage will the spectators, parents, players or team officials approach the Court or Umpire Supervisors regarding the weather. An announcement will be made by the Court Supervisor over the PA system and, if possible, a communication will be posted on the CDNA website and social media channels.

When playing any sport, you are voluntarily exposing yourself to a variety of risks for the sake of fun. YOU must decide whether the risks you choose to take are ACCEPTABLE risks for you/your child.

Please do not question CDNA's legal and moral responsibilities OR our "insurance cover". CDNA's decision will always be a balance between the enthusiasm of players who generally want to play and their health and safety, which is paramount.

Awarding Points

Please note that unless the cancellation of matches is communicated to clubs / teams directly, posted in the news feed on CDNA's website or posted on CDNA's social media channels, all teams are expected to report to the courts for their scheduled matches. Teams are required to have 5 players sighted by their match appointed umpires and recorded on the scoresheet.

- If a match is cancelled prior to the ½ time siren, each team will be awarded 2 points.
- If a match is cancelled after the ½ time siren then the current score will stand.

Policy Review

This policy will be reviewed annually by CDNA