



Carnegie Netball Club

Club Handbook

A guide for all members of the Carnegie Netball Club including coaches, team managers, players, supporters and the committee

Association No: A 0057010S

Carnegie Netball Club Incorporated

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1. CLUB OVERVIEW

CARNEGIE NETBALL CLUB

Carnegie Netball Club (CNC) plays in the Caulfield & District Netball Association (CDNA) competition located at Duncan MacKinnon Reserve, corner North & Murrumbeena Roads, Murrumbeena. CNC fields about 20 teams across under 11, 13, 15, 17 and Open age groups and runs a junior Net set go program.

To support these teams, 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. *Happy netballing!*

Starting with only one team in 2012 Carnegie Netball Club has quickly grown to be one of the largest netball clubs in the Glen Eira area. We have players from across a number of schools in and surrounding the Carnegie area.

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

CNC is a not for profit organisation and 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 club administration.

VISION, MISSION AND VALUES

Carnegie Netball Club are committed to providing a great netball experience for all.

We believe that netball should be accessible, affordable and lead to an enjoyable outcome.

Our Values are:

- C - Community
- A - Appreciation
- R - Respect
- N - Netball
- E - Equality
- G - Guidance
- I - Individual
- E - Enthusiasm

CONTACT DETAILS

Email: carnegienetballclub@gmail.com

Website: www.carnegienetballclub.com.au

TeamApp: <https://carnegienetballclub.teamapp.com/>

Facebook: <https://www.facebook.com/Carnegienetballclub/>



2. CDNA COMPETITION

CAULFIELD & DISTRICT NETBALL ASSOCIATION (CDNA)



CONTACT DETAILS

PO Box 530 Bentleigh East, Victoria 3165

Enquiries: 9570 1131 For full list of [contacts](#) visit CDNA website

Website: www.cdna.net.au

ABN 53 604 368 225 RBN A0027504

LOCATION – DUNCAN MACKINNON RESERVE

Games are played Friday night (1&U1) and Saturday morning (1&U3 and above) at:

Duncan MacKinnon Reserve

Cnr North & Murrumbeena Roads,
Murrumbeena Victoria

Members are asked not to contact CDNA directly with any requests/issues relating to their teams - you must go through our club delegate as stated in the CDNA by-laws. Contact the Carnegie Netball Club secretary or your team manager in the first instance.

In case of a forfeit, contact our club secretary first, who will contact CDNA on 0409 022 093

NETBALL SEASONS

CDNA run two seasons a year:

- **Autumn season** – runs February to end of May. Finals for 13&U and above in June.
- **Spring season** – runs July to November. Finals for 13&U and above in November.

FINALS

Finals are played at the conclusion of the rounds for 13&U sections and above. 11&U teams play a round robin event instead. Medals are presented to 11&U players by CDNA at the end of each season.

- Refer **CDNA By-Laws s15 & 17** for details about the competition ladder and finals.
- Players must play at **least three games** with the team during the season to be eligible to participate in that section's and team's final series.



SECTIONS / DIVISIONS

There are several sections based on players' age groups:

1. 11 & Under (known as 11&U)
2. 13 & Under (known as 13&U)
3. 15 & Under (known as 15&U)
4. 17 & Under (known as 17&U)
5. Open

Carnegie Netball Club has teams in all sections.

In each section there are several divisions. A division is aimed at having similar skilled teams play against similarly skilled opponents. CDNA are responsible for grouping the teams in each section into an appropriate division.

AGE GROUPS

- Participant age is determined **as at 31st December of that year.**
- Players aged 5-7 years can participate in Net Set GO Tier 1 program.

Minimum age requirements for each section are:

- 11&U – 9 years *or a child in the same school year level whose birthday is after December 31st but before May 1st of the following year
- 13&U – 11 years
- 15&U – 13 years
- 17&U – 14 years
- Open - 15 years

If you have a player play in a section that doesn't meet age requirements, the team will lose four premiership points. In the 11&U competition the team receives a fine.

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

Section	Age by 31 December		
	Minimum Age	Standard pathway ages	Maximum Age
11&U	Turning 9* in that year	(8*), 9, 10, 11	11
13&U	Turning 11 in that year	12, 13	13
15&U	Turning 13 in that year	14, 15	15
17&U	Turning 14 in that year	16, 17	17
Open	Turning 15 in that year	Over 17	25

GENDER REGULATION

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



Boys and girls can participate in our Carnegie teams. There are **no restrictions** on numbers of boys or girls in the **11&U and 13&U sections** - these sections are referred to as "**Mixed**" competition.

From 2020, CDNA aligned their competition with Netball Victoria's Gender Regulations and boys are allowed to play according to the following restrictions (**By-Law s9**)

- **11&U and 13&U Mixed Competitions** – there are no restrictions applied on the basis of gender
- **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 in position of GD or GK,
 - (ii) One male is permitted in the middle third in position of C, WA or WD,
 - (iii) One male is permitted in the goal third in position of GA or GS
- **15&U and 17&U Female Competitions** – Female only teams

FIXTURES

CDNA issue a fixture for each season. The fixture details for each division the rounds, the date, time, court allocation and teams playing each week. The fixture is on the CDNA website.

GRADING INTO DIVISIONS

During the first few weeks of a season, grading by CDNA takes place whereby game results determine the most appropriate division each team should play in.

If your team is losing or winning all or most grading games by a significant margin in their current division, then your team may lodge a grading request to CDNA for consideration. If you wish to lodge a grading request, the coach should speak with our Coaching Coordinator, then send the request to CNC secretary outlining the reasons for the request. CNC will then lodge a regrading request to CDNA by the designated date. Requests submitted by anyone other than the club secretary will not be considered.

CNC will advise you if your team has moved divisions. New fixtures will be issued by CDNA at end of grading.

Following the re-grading period, all divisions and teams will have their premiership points and goals reset back to zero (**By-Law 10.6**). After this grading period, there can be slight movement in the 11&U sections.

GAME TIMES

Games consist of four quarters of **eight mins for 11s** and **nine mins for 13s and above**, with a two minute break at half time. At ¼ time and ¾ time the teams change ends (scoring end) only, no break.

- 11&U games are played **FRIDAY night** between 5 pm and 7 pm.
- 13&U, 15&U, 17&U, and Open games are played **SATURDAY morning** between 8 am and 2 pm.



RULES OF NETBALL

CDNA play under the Australian rules of netball. The official Rules of Netball were updated by the International Netball Federation in November 2019, which applies to international matches, and all affiliated competitions and events in Australia from 1 January 2020.

The rules are available online at International Rules of Netball.

Netball Australia website: www.netball.com.au/our-game/basic-rules-of-netball/

Carnegie Netball Club



3. CLUB POLICIES

Carnegie Netball Club's policies are available on our website.

TEAM ALLOCATION/SELECTION POLICY

Carnegie Netball Club aims to provide a welcoming and stimulating netball experience for local children and families. We are committed to providing a safe and inclusive environment to maximise individual enjoyment, development and participation in sport. The club recognises the differing needs, priorities and goals of players and offers the following options to meet these requirements.

- Social teams - "friendship" based teams are not graded.
- Club Selected teams - players of similar ability and motivation; are graded and players participate in trials to be selected in one of these teams.

CDNA also host teams for representative competition for those players with higher skill level.

Carnegie Netball Club 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 to the allocation policy

Refer to the Carnegie Netball Club [Team Allocation Selection Policy](#) on our website.

GRIEVANCES AND COMPLAINTS POLICY

Carnegie Netball Club recognises that people associated with the club will from time to time may have a problem or issue that needs to be resolved in the interest of maintaining good relationships. To ensure that any grievances and/or complaint raised by CNC members (players, parents, volunteers, committee members) or the general community are dealt with in a prompt, transparent and equitable manner, a grievance and complaints policy has been established detailing how to lodge and deal with grievances and complaints.

Refer to the Carnegie Netball Club [Grievance and Complaints Policy](#) on our website.

TRAINING GUIDELINES POLICY

Training is scheduled for each team based on the coach's availability, the courts used for practice and the majority of players in the team. It is expected that the players attend training sessions.

Refer to the Carnegie Netball Club [Training Guidelines](#) policy on our website.

JUNIOR COACHING POLICY

Carnegie Netball Club has a Junior Coaching initiative. It is the club's aim to develop our more senior players into enthusiastic and knowledgeable netball coaches and utilise the amazing talent we have in this age group. This policy defines the application process, expectations and responsibilities of the junior coach and the club.

Refer to the Carnegie Netball Club [Junior Coaching](#) policy on our website.



SOCIAL MEDIA POLICY

Carnegie Netball Club recognises the important part social media plays in today's society. The Club has developed a simple policy to provide guidance for both committee and members of CNC when using social media (including web pages, Facebook, blogs, microblogs, wikis, message boards, chat rooms, electronic newsletters, online forums, Instagram, Snapchat and other sites etc) to share Carnegie Netball Club related content.

Refer to the Carnegie Netball Club **Social Media** policy on our website.

MEMBERSHIP CANCELLATION POLICY

Carnegie Netball Club recognises that due to changing circumstances players may decide to cancel their club membership. Cancellation of a membership has financial implications as CDNA team entry fees and other club costs must still be met. This policy ensures that if the situation arises that a player wishes to cancel their membership procedures are followed that are fair and reasonable for all parties when dealing with the refund of club membership fees.

Refer to the Carnegie Netball Club **Membership Cancellation** policy on our website.

INSURANCE

The Carnegie Netball Club is insured under the **Netball Australia Risk Protection Program**. Willis Australia are the designated insurance brokers and provide insurance for all associations and their members for *Public and Products Liability*, *Associations Liability* and *Personal Accident*.

All players, coaches and umpires must have current NV membership in order to be insured (NV was previously known as VNA).

- Players pay the NV membership fee as part of their Club's yearly fees.
- CNC pays the NV membership for each coach (max 1 coach per team).

The NV Membership *Personal Accident* insurance covers our players and coaches in the event of injury whilst participating or travelling to or from training or events that are sanctioned by Netball Australia, State Netball Organisations or their affiliated Associations or Clubs. The policy will pay out an income or a lump sum in the event of disability, paraplegia, quadriplegia or death, caused by an accident.

Netball Victoria offer an 'off court' optional membership for committee members, spectators, parents and team managers, (this is not a requirement of the CNC) for those members that have an off-court role. Please contact Netball Victoria directly for further information.

For more details on the Netball **Australia Risk Protection Program**, including Certificates of Currency, and personal accident claims, please refer to the **Netball Victoria** website:

<http://vic.netball.com.au/membership/insurance-willis-australia/>



COACHES AND TEAM MANAGERS

Carnegie Netball Club requires every team to have a designated Coach or Coaches and a designated Team Manager. These two roles are critical in achieving a successful smooth running netball team.

WORKING WITH CHILDREN CHECK (WWCC)

All Coaches (18 years or above) and Team Managers must have a valid WWCC as per the *Working with Children Act 2005* (the Act) amendments, that came into effect on 1 Aug 2017. The amendments included:

1. Expanded definition of 'direct contact' in the Act. The definition of direct contact now includes oral, written or electronic communication as well as face-to-face and physical contact.
2. Removed references to 'supervision' from the Act. This means that even if a person's contact with children as part of their child-related work is supervised by another person, they will still need to apply for a Working with Children Check

The WWCC is valid for 5 years. The WWCC number will be held by CNC as part of the club's duty of care and administration.

For those who do not yet have a WWCC, the application process is detailed below:

- Goto WWCC website <http://www.workingwithchildren.vic.gov.au/home/>
- Complete the online application process for a "Volunteer" WWCC; the process also includes visiting the Post Office where they take a photo (free) that goes on your WWCC card

KNEE PROGRAM

The Carnegie Netball Club is committed to the health and safety of our players so they can keep playing netball as long as possible.

Did you know that 85% of Netball injuries are knee and ankle injuries, 45% of those are knees, 25% are Cruciate Ligament (ACL) tears? The majority of these injuries are happening to players aged between 15 – 18 years of age.

This is why the Club implemented the **KNEE Program** in 2018. Created by Netball Australia the KNEE Program is an on court warm up, strength, balance and landing exercise programme designed to enhance movement efficiency and prevent KNEE and ANKLE injuries.

Knees and ankles are the most commonly injured body parts of netballers and most of these injuries occur when landing. Netball Australia's **KNEE Program** is designed to prevent these injuries occurring. It is designed to keep players on the court for longer and moving more efficiently when there.

Our Coaches are required to complete the online training created by Netball Australia.

For further details refer : <https://knee.netball.com.au/>



4. CDNA POLICIES

The following policies are found in the **CDNA By-Laws** (V3.1) dated **11th Dec 2019**.

JEWELLERY – DRESS CODE

CDNA By-Laws s11.1

No jewellery, body piercing or adornment that is deemed by CDNA to be dangerous may be worn. Piercings must be taped with appropriate **fabric tape** if unable to be removed.

If a player is allergic to the fabric tape, you must supply a medical certificate to court supervisor and use an alternative. Note: bandaids are not acceptable.

A wedding ring or medical alert bracelet are acceptable to wear but they must be fabric taped.

Our advice: don't get any new piercings until the end of a season!

BLOOD POLICY

If a player is bleeding: (**CDNA By-Laws s13.5**)

- a) The game is stopped - the clock is not stopped.
- b) Player leaves the court - substitution rules apply (with no time allowance). Only the bleeding player can be substituted and no other changes may take place by either team.
- 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 11/U level, umpires may use their discretion with allowing players back onto the court at any time

This applies to players arriving late as well as players who have left the game for injury.

Note: If a player has blood on their uniform (be it from their injury or another player's injury), they will have to leave the court and change their uniform/bib before returning to court.

WEATHER POLICY

CDNA Weather Policy is based on guidelines by Netball Victoria: (**CDNA By-Laws s25.5**). The policy covers extreme heat and wet weather.

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 (WBGT) will be consulted to incorporate the humidity and determine the relative temperature.

- **30°C** – Consideration given to **reducing quarters by 1 minute** and a 30 second drink break incorporated at $\frac{1}{4}$ time and $\frac{3}{4}$ time.
- **34°C** - a) matches in progress shall be suspended at the end of the current quarter; b) Play will not resume until the WBGT is less than 34.0°C; c) New matches must not commence until the WBGT is less than 34.0°C .



Preventative measures can be undertaken to minimise heat injuries.

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

WET WEATHER

Netball is traditionally a winter, outdoor sport and CDNA preference is to NOT cancel games. However, player and umpire safety is paramount and if the courts are deemed to be unsafe by the Court Supervisor and Umpire Coordinator matches will be cancelled. The **decision to cancel matches are made round by round**. 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.
- Match cancellations will not be based on player/umpire/spectators comfort – only safety.
- Ultimately if parents/coaches do not agree with CDNA informed decisions, they have the option to prevent players from playing or forfeiting their match

RULES

- a) All teams must report for all matches. The Courts Sub-Committee may determine the conditions to be unsuitable to play and cancel the matches. Score cards are filled in and two points awarded to teams with five or more players present. Teams with less than five will forfeit the game and the forfeit by law will apply.
- b) 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 other team will receive points for the game.
- c) If parents do not want their children to play for whatever reason, they obviously have that option.

CDNA ask that at no stage 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 the CDNA Facebook page continually updated.

SMOKE-FREE

CDNA adopts a smoke free policy. Smoking is banned within 10 metres of an outdoor public sporting venue during organised underage sporting events and training sessions. . (**CDNA By-Laws s25.6**)

PHOTOGRAPHY

Any person who wishes to take photographs or video of any player during a match **must** complete the CDNA - PHOTOGRAPHY/VIDEO PERMISSION REQUEST FORM available on the CDNA website.

On the form you must list your name, address, your club/team, the date of the game you wish to capture, then **get the opposition team's and court supervisor's permission** and signatures before taking any photos/video.

DRUG POLICY

CDNA 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.



SUN PROTECTION POLICY

CDNA adopt a sun smart policy

GLEN EIRA DOG POLICY

Dogs are not allowed on the concrete surfaces or the artificial grass area of the Duncan MacKinnon Netball facilities (this includes the red court 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. **(CDNA By-Laws s32)**

OTHER POLICIES

CDNA also adopts the following policies, regulations and procedures:

- a) Netball Victoria Cyber Safety Policy - <https://s3-ap-southeast-2.amazonaws.com/netball-wpassets/wp-content/uploads/sites/5/2018/11/30151040/Cyber-Safety-Policy.pdf>
- b) Netball Victoria Competition Complaints Handling Regulation - <https://s3-ap-southeast2.amazonaws.com/netball-wp-assets/wp-content/uploads/sites/5/2018/11/04160526/NVCompetition-Complaints-Handling-Regulations-Effective-1-January-2018.pdf>
- c) Netball Australia Member Protection Policy - https://s3-ap-southeast2.amazonaws.com/netball-wp-assets/wpcontent/uploads/sites/5/2018/12/20131550/Member-Protection-Policy-andAttachments_2017-9ca6-1.pdf
- d) (d) Caulfield & District Netball Association Constitution



5. CDNA – CODES OF BEHAVIOUR

CODES OF BEHAVIOUR

CDNA has developed the Codes of Behaviour to remind and encourage all members involved in junior sport to support and nurture all our young players.

These Codes are in line with the Netball Australia Member Protection Policy and Netball Victoria Codes of Conducts

<http://cdna.vic.netball.com.au/files/39427/files/PoliciesandProcedures/CodeofBehaviouramendment2015.pdf>

The Codes of Behaviour provide the basis for fair play for young people and encourage fun, friends and a safe environment. These codes have been established to document the standards of behaviour that are expected from all players, parents, spectators, coaches and officials from our association.

Please read each of the codes and ensure you understand and abide by these principles and, should the occasion rise, remind others of these principles.

It is the responsibility of everyone involved in the association to ensure that these principles are upheld and maintained. Any breach of these codes will not be tolerated and disciplinary action will be taken against offenders

SIDELINE BEHAVIOUR

Great website explaining what sideline behaviour is, its impact on kids and what you can do to improve it.
<https://www.playbytherules.net.au/let-kids-be-kids>



RESPONSIBILITIES

COACHES

Read the Codes of Behaviour and help the team understand what is acceptable and what is not. Continue to reinforce the code during training sessions etc.

Maintain your own behaviour and regularly check in that it's within expected behaviour.

If you feel any parents/players are acting outside the Codes, please raise it with the person/s involved and/or with the CNC committee to help resolve.

TEAM MANAGERS

Carnegie Netball Club wants to empower their team managers to help teams/parents/spectators understand and adhere to the Codes of Behaviour. We want team managers to help control and manage this aspect of junior sport. If we can manage it here, there will be fewer occurrences of issues requiring official intervention.

- Make sure your players, their parents and coaches have read the Codes of Behaviour at the start of each season.
- If you have a young coach, check in with them regularly to make sure they're comfortable with the players/parents/spectators behaviour.
- If you observe behaviour from anyone at the game that is outside the code and it happens repeatedly, please notify the CNC committee to help resolve the situation.
- *You can also approach the umpires in the red jackets at the courts if any behaviour is out of control and **needs an immediate fix**.*

Refer to the Carnegie Netball Club Team Manager Guide for further tips.

PLAYERS

Each player must read the Codes of Behaviour and understand what it means. Talk about it with your team members and always raise any concerns you have with your coach or parent/official.

PARENTS/SPECTATORS

Parents and spectators are asked to read the Codes of Behaviour and talk about it with their child. Demonstrate a positive attitude towards the code so players can learn from you.



Parents must also be aware that if their child has a junior coach (still at secondary college) then you *cannot email or phone the Junior Coach about anything to do with the team or your child. Go through the Team Manager everytime.*

CARNEGIE NETBALL CLUB COMMITTEE

The committee will continue to monitor Friday and Saturday games to ensure teams and spectators are enjoying the game in good spirit within the CDNA Codes of Behaviour. We hope to help out in any situations that may arise.

The best outcome is to take a common sense attitude towards the code, to talk it over with those involved and attempt to resolve any situation as it arises. However, we will be forced to take a formal approach, according to the CDNA Code in circumstances where there is an ongoing behavioural issue.

6. NETBALL EQUIPMENT

STANDARD EQUIPMENT ISSUE PER TEAM

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

- Game ball (has Carnegie logo on it)
- Approximately five training balls
- Mesh ball carrier
- First aid kit
- Ball pump
- 12 bottle drinks carrier
- Nail clippers
- Kit bag
- Ice packs
- Set of navy and gold bibs (11&U) or patches for 13&U and above

NEED A REPLACEMENT?

If the team have misplaced, lost or damaged one of the above items, please report it directly to CNC equipment coordinator to arrange replacement.

COACH - WHAT TO DO AT END OF SEASON?

If you are continuing on as a team manager or coach, keep the netball equipment between seasons if possible. If you are not continuing or have no space at home, return all items above to the CNC equipment coordinator for storage in the off-season.

7. CARNEGIE UNIFORM

11&U UNIFORM



- Carnegie navy **polo t-shirt** (with yellow/gold side panelling)
- Navy pleated or non-pleated **netball skirt/skort OR Navy shorts** (shorts must be above the knee and must not have pockets, zips, emblems or any other adornment)
- Navy or black sports briefs/bike shorts under the skirt (no longer than the skirt)
- White socks with no logo or colour
- Suitable netball specific footwear
- **Optional** – On colder days 11&Us may wear the following:
 - a long sleeve white top under their polo t-shirt. It must be plain white, no colour or logos on it, and no collar.
 - tight fitting navy leggings (no pockets, zips, emblems, lace or any other adornments will be allowed)
- **No** tracksuit pants

The Carnegie polo t-shirt, non-pleated skort and hoodie (optional) can be purchased from the club through the 'Store' on TeamApp. All other uniform items are to be supplied by player/parent. Please allow four weeks for uniforms to be processed and available.

If you have any questions contact the CNC uniform coordinator via carnegienetballclub@gmail.com.

13&U AND ABOVE



- Carnegie **dress** or Carnegie **singlet** and navy **shorts** (shorts must be above the knee and must not have pockets, zips, emblems or any other adornment)
- Navy or black sports briefs/bike shorts under the dress (no longer than the dress)
- White socks with no logo or colour
- Suitable netball specific footwear
- **No** leggings, no tracksuit pants

The CNC dress and singlet can be purchased from the club through the 'Store' on TeamApp. If you have any questions, contact the CNC uniform coordinator via carnegienetballclub@gmail.com. All other uniform items are to be supplied by player/parent.

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
- Leggings (except as mentioned above for 11&U)
- 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 CDNA 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.*

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

CARNEGIE HOODIES



CNC has zip-up branded hoodies for purchase – to purchase use the 'Store' on TeamApp.

SECOND HAND UNIFORMS

CNC is not directly involved with any second hand uniform sales but one of our members has established a Facebook page where you can buy and sell your second hand CNC uniform items.

Link: <https://www.facebook.com/groups/576762162479635/>

HATS

CDNA allows players to wear a hat on court during a game if they wanted. This was in line with their Weather Policy - Extreme heat section. The hat must be a bucket hat in navy, not a cap that has hard edges.

8. GAME DAY

Most information in this section is sourced from the [CDNA By-Laws](#) effective 11 Dec 2019.

SCORING

CDNA By-law s14

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** (this is optional – you do not have to fill it in)

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

BEFORE THE GAME

Home team (first named team) **collects the scoresheet** from court supervisor (located at the office window) and 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: (or the [CDNA Scoring Procedures](#) on CDNA website).

- Fill in playing positions each quarter of the players listed on the scoresheet. A maximum of 7 players can be on the court at one time.
- List your substitutions as shown on the scoresheet sample (on each scoreboard and located at the courts office).
- If a **player is not playing the match** place a line through the boxes that indicate the four quarters. Do not cross out the player's name as this will deregister a player on the scoresheet. There is a maximum of 12 players listed on the scoresheet.
- 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 name, for example, 'borrowed from Carnegie Crystals'.
- If you are **transferring a player from another club**, you must apply for a clearance (refer [CDNA By-Laws s12](#)). Clubs will request the clearance through MyNetball,



which will then inform CDNA, previous club and player, asking for approval. For any required clearances, contact our CNC secretary who will handle the Clearance process. .

- If you are **registering a new player** you **must complete the front and reverse** of the scoresheet with all the requested details otherwise a penalty will apply (Penalty: 4pts or a fine for 11&Us).
- *No player can play 2 games in the same round unless it is to make up players in a borrowed capacity.* See Borrowing Players below.

SCORING

Each team must provide a scorer or non-participating scorer for all games.

The scorers from each team must stand together for the duration of the game in the small squares painted on the sideline level with the centre circle.

Each team takes it in turn for the centre pass. The **first named team** (home team) takes the **first centre pass**.

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:

- a) the captains of both competing teams
- b) the scorers.

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.

The winning team is to return the Scoresheet .

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:

- a) Not sign the official scoresheet and notify the CDNA committee of the intention to protest (also let CNC secretary know via email).
- b) Lodge the protest in writing as soon as possible to CNC secretary (carnegienetballclub@gmail.com) who will then lodge it with the CDNA association secretary within 48 hours of the game being played.

The CDNA committee will advise CNC 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.

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 back of the scoresheet**, 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.

FIRST AID

There is a first aid kit located in the court supervisor's office and all appropriate personnel (including court supervisors, umpires and committee) have access to it. Ice is also freely available from the supervisor's office.

CDNA should have a qualified first aider present at all competitions.

FILL-IN PLAYERS

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

TEMPORARY FILL-IN PLAYER

If you wish to have someone **fill in for one game and they don't play for any other team at CDNA competition** they may play for your team provided they are of the appropriate age and do the following.

All players must purchase NV membership prior to taking the court. It is the responsibility of the individual to make sure they have purchased this insurance whether it is a single game voucher or a yearly card (NV membership).

- If your fill-in player **already has a valid NV** membership for the year you must put their name and NV number on the back of the scoresheet.



- If your fill-in player **does not hold a valid NV** membership they must purchase a **single game voucher \$10**, and you must put their name and single game voucher number on the back of the scoresheet.
 - A **single game voucher** may be used by the player for **one game only**.
 - A **maximum** number of **three single game vouchers** may be purchased by the player before the player must become a Netball Victoria member for the year.
- Single game NV vouchers or yearly NV membership must be purchased at Duncan McKinnon court supervisor's office on a Friday night/Saturday morning prior to the game. Please ensure the player arrives early enough to complete this NV requirement – the office can be busy at these times. *It is the responsibility of the fill-in player to pay for the NV voucher or membership, it is not paid for by CNC.*

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.

The Rules: ([CDNA By-Laws s16](#))

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 player plays in 2 matches on the same day, one of the matches must be with the team in which the player is registered;
- (b) the 2nd team is in the same Club as the team in which the player is registered;
- (c) the 2nd team has more of their core players on the court than fill-in players (ie, a minimum of 4 core players)
- (d) the 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
- (e) the player plays no more than 2 matches in any one team in a higher grade of the same age division in any season;
- (f) the player plays no more than 2 matches in any one team in an older age division in any season.

When filling in for another team, the scoresheet must show what Carnegie team the borrowed player is officially registered with

Where a player has played a third game for a team at a higher grade, the player will then belong to the team in the higher grade. They **cannot play any further games with their original registered team**.

Penalty: 4 premiership points will be deducted or a fine for 11&Us for a player not complying with the borrowing player rules

Remember when borrowing:

- *On the Scoresheet insert "Borrowed from <Carnegie team>"*
- *Players can **only play up a division or age**, they **cannot play in the same or lower division as their normal team**.*
- *Only let your borrowed player **play max 2 games with you**; if they play a 3rd game they will not be able to return to their normal team*



CLEARANCES (PLAYER TRANSFER)

If a potential player is currently registered to another Club during the current season but they **want to permanently transfer to Carnegie**, a clearance must be completed by CNC. CNC will request the clearance through MyNetball, which will then inform CDNA, the previous club and player, asking for approval. For any required clearances, contact our CNC secretary who will handle the Clearance process.

For any required clearances,

- 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.

For more info, see the [CDNA By-Laws s12](#).

FORFEITS

A **forfeit** is when **one of the teams cannot field a team** of at least five players and therefore cannot play the match. The game points go to the other team. ([CDNA By-Laws s18](#))

FORFEIT BEFORE MATCH DAY

If you need to forfeit, contact CNC secretary as soon as possible. They will then notify CDNA administration office of your intent to forfeit.

If notification is received at CDNA by 6 pm on the day before competition, or 12noon on Fridays for 11&U, no penalty will be imposed.

FORFEIT ON MATCH DAY

In the event that a team forfeits just prior to the game clock starting on match day, games shall only be recorded to the players of the non-offending team. No games shall be recorded against players of the offending team.

Penalty: The non-offending team will be credited with four points and a ten to zero score. A forfeit fine will be imposed for 11&U teams and must be paid before the next game of the offending team.

NOT ENOUGH OR LATE ARRIVING PLAYERS? WALKOVER?

When only **one team has five or more players ready to play** (eg the other team is late to arrive), the umpire will award them one goal for each completed minute until the game starts (maximum of five minutes) or a walkover is declared

If **neither team has five or more members** in position on the court and ready to play after the quarter time interval, **walkover fees apply** to both teams and teams receive no points and have a zero to zero score recorded. No player will be credited with playing

When a game is in progress with a team fielding five players; should a player from that team be injured and unable to continue playing, a walkover shall be declared. Four points and ten goals to zero will be awarded to the opposing team, unless the game score gives the non-offending team a greater percentage gain. Walkover fees do not apply in this situation. If the game is abandoned after half time, the score will stand.



CANCELLATIONS BY CDNA

When games are cancelled on account of a factor beyond the control of the relevant individual Teams or Clubs (e.g. power outage, or other extenuating circumstances, weather or some other cause) the match will be deemed a draw, both individual teams will be credited with two points and five goals each and the competition will continue as per the fixture. **(CDNA By-Laws s19)**

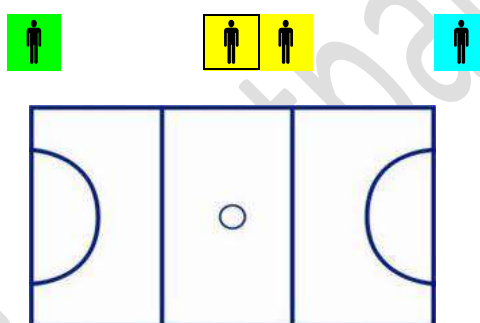
Note: it is rare for CDNA to cancel games.

COACHES / BENCHES

All coaches must be located with their team bench on either side of the scorers. Both team benches must not be at the same side ie. green end for team 1, blue end for team 2.

Where do the scorers stand? Opposite the centre circle in the marked square boxes (one box for each team's scorer)

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 (on the red surface).

It is important that the coach is able to 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's important for the adults to model sporting behaviour at all times; our kids are watching to see how we behave and tend to react accordingly.

Remember: no coaching from anyone other than the coach. Encourage the players, don't coach them!

PLAYER 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. No taping is allowed.

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.

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.

GOAL POST PADDING

CDNA goal posts must have their padding attached before the games on a Friday and Saturday and removed at the end of all games on those days. The padding is for the players safety if they bump into the posts. The padding is tricky to attach and requires 2 adults.

The rule is that all teams in the first time slot of match day are to apply 1 goal post pad to their court, and the teams playing at the end of match day to remove 1 goal post pad and place it in the trolley provided at the completion of their match.

9. OFF COURT

TRAINING

Training is scheduled for each team based on the coach's availability, the courts used for practice and the majority of players in the team.

It is expected that the players attend training sessions. See section [Training Guidelines Policy](#)

ROSTERS FOR FAMILIES

The team manager is responsible for setting up a roster for the families to roster a scorer and the fruit for each week.

UMPIRES AND UMPIRING

CDNA supply the umpires for each game. Each game has two umpires and they must have as a minimum, completed the online theory exam and attend or have attended the Introduction to Umpiring Workshop.

Carnegie Netball Club encourages our 13&U and 15&U players to consider being an umpire as it strengthens their knowledge of the game and can be a part time job as CDNA pay their umpires.

If you are interested in becoming an umpire, refer to the CDNA website.

CLUB PRESENTATION DAY

At the conclusion of each year Carnegie Netball Club hold a presentation day for all teams and their families. The Junior players are presented with a participation award and coaches and team managers are recognised for their time, efforts and ongoing support.

It's a great time to reflect on the season, recognise team improvements, enjoy being with friends and team mates, and celebrate all netball has to offer as a member of Carnegie Netball Club.

CARNEGIE NETBALL CLUB - COMMITTEE

The Carnegie Netball Club Committee includes the following positions. For a list of the current committee members refer to our CNC website www.carnegienetballclub.com.au

- President
- Vice-President
- Secretary
- Treasurer
- Coaching Coordinator
- Team Manager Coordinator
- Registrations
- Communications
- Uniform Coordinator
- Equipment Coordinator
- Sponsorships & Grants
- Social Events
- General Committee Member

