



MNA

Policies and

Procedures

2020

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## DEFINITIONS

### CLUB AFFILIATION:

A Club that you have paid fees to by means of being a player, coach, registered umpire, Committee member or other direct involvement.

### ASSOCIATE MEMBER:

An Associate Member is any person who is interested in promoting the Association who is not covered under the terms of affiliation as described above. Associate members must pay a fee each year to MNA as detailed in the fees and charges schedule.

### DECLARED INTEREST:

A member of the Executive or Committee of an incorporated association who has any vested interest in a club or a pecuniary interest in a matter set down for discussion shall not take part in any deliberation or decisions of the Executive or Committee with respect to that club or matter.

### OFFICIAL:

An Official is either an elected/co-opted officer of the Association or may be a representative nominated by the Executive or Committee.

### MATCH OFFICIAL:

Competent Scorer Timer and Umpire – someone who can carry out the task efficiently within the Rules and guidelines

### NET-SET-GO:

Net Set Go refers to a skills-based program for 7-10 year olds as outlined by Netball Australia

### TALENT DEVELOPMENT SQUAD:

Talent Development Squad consists of players, coaches & umpires who represent the Association at the NWA Representative Games on the Western Australian Day long weekend.

## LIST OF ABBREVIATIONS

ADO	Association Development Officer
COB	Code of Behavior
COM	City of Mandurah
GC	Games Coordinator
SGV	Single Game Voucher
PNR	Peel Netball Region
MNA	Mandurah Netball Association Inc
NWA	Netball Western Australia
NSG	NetSetGo
TDS	Talent Development Squad
UDO	Umpire Development Officer

## 1. AFFILIATION

- 1.1. CLUBS/SCHOOLS – herein referred to as clubs:
- 1.2. Each club affiliating with MNA shall be required to: -
  - 1.2.1. Complete the approved affiliation registration and other forms as requested and return them to the Association Secretary by the date stipulated.
  - 1.2.2. Agree to abide by the Constitution, By-laws, Policies & Procedures and Code of Behaviour of MNA and to ensure that their members do the same.
- 1.3. INDIVIDUALS
  - 1.3.1. Players, Coaches, Managers and Umpires must affiliate with a club, and/or with MNA if they represent the Association at any event or carnival in that role. It is each club's responsibility to ensure they comply with current MyNetball advice.
- 1.4. ASSOCIATE MEMBER
  - 1.4.1. An Associate Member is any person who is interested in promoting MNA as described in definitions (page 3). Associate members must register each year to MNA, complying with current MyNetball advice.
- 1.5. OUTSTANDING MONIES
  - 1.5.1. Affiliation will not be accepted from clubs, players, and individuals who have outstanding monies to MNA, a Club affiliated with MNA, Netball WA or the City of Mandurah.

## 2. ALCOHOL/ILLEGAL SUBSTANCES

- 2.1. No Alcohol is permitted at the MNA Netball Courts, with the exception of the clubrooms when an Occasional Liquor License has been obtained.
- 2.2. No person may participate in any activity or act in any official capacity with any team or club affiliated with MNA or in any competition conducted at the MNA courts whilst under the influence of alcohol or any mind-altering substance, whether it be a legal or illegal substance.
- 2.3. On suspicion or allegation, the Club contact will be asked to attend a meeting with the President to discuss.
- 2.4. Refer to: <http://netball.com.au/national-policies/>

## 3. APPRECIATION FUNCTION

- 3.1. An invitation is to be posted and emailed out to MNA Patrons, Trophy Donors, Life Members, Executive Committee Members, Regular Committee Members and other persons as recommended by the Committee for an Appreciation Function, to be held shortly after the end of the Winter Competition.

## 4. AVO

- 4.1. (Restraining Order) or any Other as determined by a Court. Clubs need to be aware if such an order exists. It is the responsibility of the concerned parties to remove themselves from any situations that may arise. MNA holds no responsibility for any breaches. Those involved are required to contact the appropriate authorities when applicable.

## 5. AWARDS

- 5.1. Each Award will have its Name and requirements examined by the Committee every 5 years to ensure relevance and suitability. (Years ending in 5 or 0)
- 5.2. **OLIVE BARKER VOLUNTEER OF THE YEAR AWARD:** Awarded to a Volunteer who has shown extraordinary commitment and dedication to the benefit of the association. This award is for a person who has gone above and beyond what would normally be expected of their role as a Volunteer. This award is not to be awarded to any paid employees. This award is only awarded if the criteria is met in the nominations received. Nominations to be called in early August and award decided at the August Executive meeting. Award to consist of a trophy and an honour board on our Website, funded by MNA.
- 5.3. **UMPIRE OF THE YEAR AWARD:** Awarded to an umpire who has shown extraordinary commitment and dedication. The award is for an umpire who has participated in all forms of umpiring for the Association, for example mentoring younger umpires, umpiring at trials and for the Associations TDS teams. Nominations to be called in early August and award decided by the Umpiring Coordinator and the umpiring committee. Association Secretary to be advised of recipient. Award to consist of a gold engraved whistle "MNA Umpire "& (year), funded by MNA, and recorded on an honour Board on our Website.

- 5.4. **ROBYN WHITFIELD JUNIOR UMPIRE OF THE YEAR AWARD:** Awarded to an umpire who has participated in the Green Shirt program and has been judged by the AUDDO to have made the biggest improvement in their umpiring ability and has taken on the feedback given to them. Nominations to be called in early August and award decided by the Umpiring Coordinator and the umpiring committee. Association Secretary to be advised of recipient. Award to consist of a metal engraved whistle “Jnr Umpire” & (year), funded by MNA, and recorded on an honour Board on our Website.
- 5.5. **RISING COACH AWARD:** To be eligible for nomination the coach must meet a minimum of two of the below standards during the year of nomination, one of these standards having come from points 2 or 3:
- 5.5.1. Attained or aspiring to Development, Intermediate or Advanced accreditation.
  - 5.5.2. Coach of an MNA team at the NWA Association Championships Weekend; or any other carnival that MNA may send representative teams.
  - 5.5.3. Coach or Lead Coach during an MNA program.
  - 5.5.4. Coach, Assistant Coach or Apprentice Coach at Metro League program, State Netball.
  - 5.5.5. Nominations to be presented by the ADO in early August and award decided at the August Executive meeting. Award to consist of an Honour Board on our Website, plus a trophy funded by MNA.
- 5.6. **AMBASSADOR TO NETBALL AWARD:** The Ambassador to Netball Award is awarded to a TDS player, who played in the 17 & Under team(s) for MNA. Who has participated for at least 4 years in TDS teams in her career at MNA and attending the NWA Association Representation Championships Weekend in June. This player will have giving back to the Association by volunteering, umpiring, or coaching, and shown respect to all other participants of her sport. This award is only awarded if the criteria are met in the nominations received. Nominations to be called for at the end of the TDS team competitions, from the ADO & Development Committee. The recipient will be decided by the Executive Committee and presented at the TDS dinner by our Patron or Guest Speaker. Award to consist of an Honour Board on our Website, plus a trophy funded by MNA.

## 6. BLOOD POLICY:

- 6.1. Injury/Illness or Blood (rule 9.3.1 Official Rules of Netball)
- 6.2. The umpires hold time for blood when noticed or for injury/illness when requested by an on-court player (in extreme circumstances the umpires may hold time without a request being made) and the player concerned must leave the court within 30 seconds and receive treatment off court.
- 6.3. Only primary care person/s are permitted on the court to assess the player’s ability to be removed from the court and to assist the player from the court.
- 6.4. *If the primary care person/s advise the umpires that the player concerned cannot be removed safely within 30 seconds, the umpires will extend the time for the player to leave the court.*
- 6.5. The umpires may authorise other persons (including team officials) to assist the player to leave the court if needed.
- 6.6. Any blood on the ball or the court must be cleaned before play restarts and any bloodstained clothing replaced.
- 6.7. During the stoppage both teams may make substitutions and/or team changes, provided these are completed within the time allowed for the stoppage by the umpires.
- 6.8. If no substitution is made for the injured/ill player, or for a player who is bleeding, play may resume with the position left vacant. If the player is the Center and no substitution is made, one player must move to play as Center to allow the match to continue.
- 6.9. If the position is left vacant, the player concerned or a substitute may subsequently, after advising the umpire, take the court immediately after one of the following occurs:
- 6.10. A goal has been scored (in this case the player or the substitute must play in the position left vacant)
- 6.11. Sanction: Free pass where ball was when play stopped – the player is sent from the court until the correct time for entry
- 6.12. A stoppage for injury/illness or blood, or an interval.

## 7. BUDGETS

- 7.1. At the Planning Meeting held after the AGM by the Executive, the Development and Umpires Committee will attend and/or present a request for budget approval. See # 24 Expenditure
  - 7.1.1. The Development and Umpire Sub-Committees shall provide a breakdown of expenditure prior to any purchases, including estimated cost of all equipment, courses, and excursions to be undertaken.
- 7.2. As purchases are made or courses undertaken, the costs will be noted in the written report made to the Full Committee bimonthly meetings.
- 7.3. At the first Full Committee meeting the Associations year's budget expectations will be presented.

## 8. CLUB REPRESENTATIVES

- 8.1. MNA will request each club to nominate two (2) contact representatives, preferably one contact to be the President. These people will be the ONLY people that are authorised to make enquiries or changes regarding any matters to do with your club, so one (1) must remain as a contact for the 12-month period. The Club contact people are the liaison between the Club and MNA and must be contactable, either by phone, or email. It is the club contacts responsibility to pass on all information relating to the competition, courses, meetings, development, and netball related matters to all Club members.
- 8.2. See MNA By-Laws for details of Representatives responsibilities.
- 8.3. The Association reserves the right to refuse to accept team or player registrations from Clubs who fail to nominate the appropriate number of representatives to the Committee, inclusive of the Executive.

## 9. COACHING REQUIREMENTS & ACCREDITATION

- 9.1. All NSG and 11 & under coaches who wish to coach at MNA MUST affiliate with Mandurah Netball Association through their club using the MyNetball App.
- 9.2. All 12 & under or higher coaches who wish to coach at MNA are encouraged to undertake the online Foundation Coaching Course by Netball Australia, prior to the commencement of the winter season.
- 9.3. Dates for higher qualifications to be specified by ADO.

Coaches who do not hold any formal qualifications, should complete the MNA Beginner Coaching Course appropriate to the age level they are coaching. This course is provided free of charge by the Association. Further information will be provided by the ADO prior to the season commencing.

## 10. CODES OF BEHAVIOUR

- 10.1. It is the club's responsibility to ensure that their members and spectators are aware of and abide by the MNA codes of behaviour. Document is available online [mandurahnetball.com](http://mandurahnetball.com)

## 11. COMPLAINT HANDLING PROCEDURES

- 11.1. The procedure applies to the following members and individuals:
  - 11.1.1. Players, Coaches (including assistant coaches), Umpires and any other official, or clubs who enter any MNA competition, program, or event and
  - 11.1.2. Spectators who are not members of MNA will be deemed as being associated with the club they are supporting at the time of any incident; and
- 11.2. In the event of a game day complaint, the MNA office must be advised as soon as possible, with detailed notes written on the reverse of the score card and presented to the Office.
- 11.3. A complaint may be lodged by the club contact on the appropriate form with the MNA within 72 hours of the match. The offence may have occurred before, during or after the competition, program, or event, but must have occurred on MNA premises. The car park does not form part of MNA premises.
- 11.4. The Committee will refuse to accept complaints that have not been submitted by the club contact and any complaints that are deemed to be frivolous, vexatious, or otherwise mischievous in their nature. The final decision will rest with the GC in conjunction with the Executive.
- 11.5. Where an MNA Committee member or Official believes an offence may have been committed or the Committee receives a letter of complaint, but no report has been made, the Executive may investigate or appoint a person to investigate, the alleged offence. If after the investigation, the Executive or person appointed to investigate recommends that a report should be made, the Executive or the person appointed by the Executive may make a report. A report arising out of an investigation conducted under this clause should be made within one week of the date on which the alleged offence took place, however the report should be made sooner where possible.

11.6. A decision shall be made by the GC, in conjunction with the Executive, in a reasonable time upon receipt of the complaint as to whether further action shall be required.

11.7. If required, the GC shall arrange via the Association Secretary for a suitable date, time, and place for a Meeting to occur for all involved parties.

The GC shall keep a record of the proceedings and if applicable will present these to the MNA Committee at the next meeting.

11.8. If the matter is to be dealt with by a Tribunal, the following process shall be followed:

11.8.1. An Executive Member with a previously declared interest may not participate in dealing with the complaint. MNA reserves the right to request assistance from Netball WA, Peel Region, or any other incorporated body to assist with representation if required.

11.9. After receiving instructions from the Executive, the Association Secretary shall advise all parties involved via the club contact of the Tribunal date, time, place, and procedures as soon as practicable within a reasonable time of receiving the complaint.

11.10. At the Tribunal, all parties involved shall be interviewed separately.

11.11. The alleged offender may be accompanied by one official of their club. Persons under the age of 18 must also be accompanied by a parent or guardian. No party to the Tribunal may be represented by a barrister or solicitor. Any party may be accompanied by an advocate who is not a barrister or solicitor.

11.12. If the alleged offender (or representative of the accused team or club) fails to attend a Tribunal as requested without reasonable cause, the alleged offender shall not be permitted to play, coach or umpire (as the case may be) for any team or club at MNA until such time as the Tribunal has taken place. The Tribunal may proceed, and a determination made by the Executive in the absence of the alleged offender, team or club, provided that the Executive are satisfied that all notification procedures have been carried out correctly.

11.13. The purpose of the Tribunal shall be to determine whether the alleged offence has been established on the balance of probabilities. Having regard to the principles of natural justice, if the Executive is of the view that the offence has been established, a penalty may be imposed.

11.14. If the Executive considers that a charge has been established, the Executive may impose any one or more of the following penalties:

11.15. Impose a monetary fine.

11.16. Impose a warning.

11.17. Suspend, disqualify, reprimand, ban or otherwise deal with the person.

11.18. Any other such penalty as the Executive considers appropriate.

11.19. Suspension may include being prohibited from coaching or playing for any team within offender's club. Suspension may also include being prohibited from entering any area of a venue running an MNA competition.

11.20. If the offence is not established it shall be dismissed, however if the Tribunal is not satisfied that the particular offence has been established, but is satisfied that a lesser charge has been established, then the Executive may find such lesser charge established and shall apply the penalty applicable to the lesser charge.

11.21. Where it appears to the Executive that the reporting Official has made an error in reporting an offence or has omitted offences that should have been reported, the Executive may amend the offences and proceed to make a finding. Furthermore, the Executive has the right to direct that a person other than the alleged offender be reported based on evidence presented before it while conducting a Tribunal.

11.22. Where charges arising from one particular incident are heard together and the Executive establishes that the alleged offender or team has committed more than one offence, it may impose a single penalty, being not more than the maximum penalty for the most serious of the offences, or it may impose individual penalties for each offence.

11.23. Where the Executive imposes more than one period of suspension, it may impose them to be served concurrently or cumulatively or partly concurrently and partly cumulatively.

11.24. If the offender is found to have breached the Constitution, By-Laws, Policy and Procedures and/or Code of Behaviour of MNA then the Association Secretary will advise the penalty to be imposed. Monetary penalties must be paid prior to the next playing date.

11.25. The Executive is not obliged to provide any oral or written reasons for any decision made by it. A summary of the Tribunal shall be kept on file in MNA records.

11.26. The Association Secretary shall notify the complainant and offender/s club/s in writing of the outcome of the Tribunal and any penalties applied, within 48 hours of the Tribunal.

11.27. The Association Secretary shall list the outcome report in the Executive correspondence.

11.28. The GC will report all findings and actions at the next Committee meeting.

## 12. CONCUSSION POLICY

- 12.1. This policy is designed to use the world's best practice to ensure optimum player safety regarding the management and prevention of head injuries. It is specifically tailored to volunteer based teams in MNA without specialised medical staff.
- 12.2. Its intention is to provide a streamlined process to help clubs provide a safe playing environment and take the pressure off non-medical personnel to make decisions regarding safety to play.
- 12.3. Its priority is NOT to act as an enforcement or punishment tool.
- 12.4. Any player suspected of having suffered a head injury/concussion or is knocked unconscious shall:
- 12.5. Be assessed by an MNA First Aid Officer using the 1<sup>st</sup> Responder assessment tool, preferably within 10 minutes of the incident.
- 12.6. Use of the 1<sup>st</sup> Responder requires NO medical training.
- 12.7. Any player who FAILS the 1<sup>st</sup> Responder assessment should:
  - 12.7.1. NOT be returned to the field of play.
  - 12.7.2. Have their names notified to the MNA office, who will record the player's name in the *daybook*. A player whose name is submitted to the MNA office as having FAILED the 1<sup>st</sup> Responder Assessment: - Will NOT be permitted to play at MNA until the MNA receives a Medical Certificate clearing her/him to play.
- 12.8. A player who suffers a concussion should on the day of the game:
  - 12.8.1. NOT consume alcohol and keep well hydrated.
  - 12.8.2. NOT drive a motor vehicle.
  - 12.8.3. NOT be left alone and be woken every 2-3 hours during the night to ensure they are well.
  - 12.8.4. Seek IMMEDIATE medical attention if they:
  - 12.8.5. Are unconscious for more than 5 minutes
  - 12.8.6. Develop visual disturbance
  - 12.8.7. Are confused
  - 12.8.8. Develop nausea/vomiting
  - 12.8.9. Have a headache and are not responding to paracetamol or ibuprofen

[https://sportconcussion.com.au/wp-content/uploads/2016/02/Concussion\\_Recognition\\_Tool5.pdf](https://sportconcussion.com.au/wp-content/uploads/2016/02/Concussion_Recognition_Tool5.pdf)

## 13. CYBER SAFETY POLICY

- 13.1. This policy is available on the MNA website [mandurahnetball.com](http://mandurahnetball.com)

## 14. ELIGIBLE PLAYERS

- 14.1. An eligible player is one who has met all the registration requirements of MNA.
- 14.2. Playing an ineligible player during any match for Premiership points will result in a fine see FINES #7.
- 14.3. In the event of proven false recording of a name on a scorecard, the player who plays under the name, and the player, if any, under whose name they have played, shall be deemed not to have played on that day at all for the purpose of qualifying for finals matches.
- 14.4. If a team suspects the opposition is playing an ineligible player, the team official should make the matter known to the match office immediately whilst the game is in progress in accordance with the complaint handling procedure.
  - 14.4.1. AGE GROUP RULINGS NETSETGO (NET), (SET) & (GO)
  - 14.4.2. NSG (Net) for players aged 6,
  - 14.4.3. NSG (Set) for players 7 & 8
  - 14.4.4. NSG (Go) for 9 and 10
  - 14.4.5. (Note – a players age is determined by their age prior to 31<sup>st</sup> December that playing year not by their school year)
  - 14.4.6. Clubs who have teams which consist of multiple aged players *must* play in the oldest players age group. Permission to play down, may be granted when appropriate by the Games Coordinator or Permit Committee.
  - 14.4.7. Boys and girls are both eligible to play in all NSG competitions. (In accordance with the Australian Junior Sport Policy) there is no restriction regarding the number of boys in a team or the positions that they may play.
  - 14.4.8. Players should register by age not competition eg. A 9 year old players playing in NSG-Go competition, still registers as a NSG-Set participant. The club will just nominate the player into a higher division.

- 14.4.9. A ten (10) year old may play in the NSG-Go 10 & under competition or play one year up in the 11 & Under Junior Competition but must register as a junior.
- 14.4.10. Players should not play in only one position during a match. Players must be rotated evenly through ALL playing positions during the season. It is recommended that each player plays in 2 different position each game ie Goal Defense & Goalkeeper or Goal Shooter & Goal Attack, or the Center Court positions for each game.

### 13 & UNDER

- 14.5. Only female players aged (thirteen) 13 as of the 31<sup>st</sup> of December of that playing year, may play up into a higher competition.
- 14.6. Should a 13 & under team be deemed too strong for the 13 & under competition, the GC reserves the right to move them into a higher competition. Alternatively, MNA may refuse to accept their registration as a 13 & under team.

### OPEN

- 14.7. Female players who are a minimum of fourteen (14) years as at 31<sup>st</sup> December of that playing year are eligible to play in the Open competition.
- 14.8. Female players turning thirteen (13) by the 31<sup>st</sup> December of that playing year may not play up into the Open Division unless a Permit to play up has been granted. This permit will only be granted after assessment by an association representative.

## 15. ETHICS CLAUSE & MEMBER TRANSFERS (POACHING)

- 15.1. Players and coaches are regarded as being registered from the time the club submits their team lists on Winter Registration Day to the conclusion of their winter season. During this period: -
- 15.2. Before the first playing date, a player or coach may change clubs or teams with written permission from both clubs, where it does not leave the original club short of players, and it is to the benefit of the player or coach. A permit is required, and the Games Coordinator and Registrar must be informed by both clubs.
- 15.3. On or after the first playing date, no club member, coach or other official, including TDS coaches/officials, may approach any player or coach from another club to discuss transferring or offer inducements to transfer.
- 15.4. Approaches may be made to any player/coach the day after the MNA Grand Final of the winter season when every player/coach is deemed to be a free agent.

## 16. EXPENDITURE

- 16.1. All expenditure, other than the day to day expenses of the Association, will be presented to the Executive or Committee for approval.
- 16.2. Expenditure for items under \$500 may be approved by the Executive and may be approved without three quotes where appropriate. ie. The purchase of cleaning equipment, advertising in newspapers etc.
- 16.3. Each individual item over \$500 shall require three quotes before purchase, unless previously agreed to at the full Committee meeting.
- 16.4. Where purchase of multiple items occurs, the Committee may approve the purchase with a limit of up to "\$x" an acceptable practice. ie. The Association approves the Development Committee to spend up to \$750 on trophies. In cases such as these, it is not required to provide multiple quotes per item, one quote for the total amount is acceptable.

## 17. FEES

- 17.1. Teams provide 7 registered players to nominate a team to the competition on registration day.
- 17.2. All participants must enroll using the MyNetball app prior to registration day.
- 17.3. All clubs will be invoiced for unpaid registration fees – those not paid online at time of registration. (only those clubs who have arranged payment through PIN payments by NWA and by agreement with the Association. These clubs must qualify to redeem Kidsport vouchers).
- 17.4. COM fees are included in the MNA portion of fees.
- 17.5. If any monies are not paid by the due date on the invoice, the club shall be deemed unfinancial and no team from that club will be allowed to take the court until outstanding fees have been paid.
- 17.6. Should a team withdraw after registration day, all monies paid to MNA for that team shall be forfeited, and any refunds will be decided on a one-off basis, presented to the full committee.
- 17.7. Should an unfinancial club disband at the conclusion of the previous season, any member of that club

registering with another club shall be required to pay their portion of that debt before further registration will be accepted.

## 18. FINALS

- 18.1. All teams are responsible for confirming their participation in the Finals series –
- 18.2. All players must have paid registrations fees and played at least three (3) matches with their club, on separate dates, before they may participate in finals matches. Clubs may check player eligibility with the Registrar. SGV's are not included towards qualifying matches
- 18.3. All finals must be played on the day, date and time specified by the Association.
- 18.4. Order of Play
  - 18.4.1. Semi Finals – 2<sup>nd</sup> Semi-final – 1 v 2, 1<sup>st</sup> Semi-final – 3 v 4
  - 18.4.2. Preliminary Final – Winner of 1<sup>st</sup> Semi-final Final V Loser of 2<sup>nd</sup> Semi-final
  - 18.4.3. Grand Final – Winner of Preliminary Final V Winner of 2<sup>nd</sup> Semi-final.
- 18.5. Where teams finish the season with an equal number of premiership points, the relative positions on the premiership table are arrived at by dividing the goals scored for by the goals scored against.
- 18.6. During a finals match where a draw is imminent (or likely), a team representative must come to the match office for an official.
- 18.7. In the event of a draw at full time, two MNA officials shall become the scorer and timer at the court and the order of play is as follows:
  - 18.7.1. There shall be a two (2) minute interval at the end of full time Extra time shall consist of two (2) halves of seven (7) minutes each, with an interval of one (1) minute at half time. Teams shall change ends at half time. The center pass is taken by the team entitled to the next center pass.
  - 18.7.2. During intervals, substitutions and/or team changes may be made as per the official rule book – 9.1 SUBSTITUTIONS AND TEAM CHANGES
  - 18.7.3. Both teams have the right to make substitutions and/or team changes:
  - 18.7.4. During an interval
  - 18.7.5. When play is stopped for injury/illness or blood.
  - 18.7.6. The number of substitutions is not limited provided the players used are those named for the match.
  - 18.7.7. During extra time, normal injury or illness procedures shall apply (refer Rule 9.3.1 Official Rules of Netball). However, during the entire extra time:
  - 18.7.8. The first stoppage for each team shall be up to 30 seconds.
  - 18.7.9. Each subsequent stoppage for each team shall not exceed thirty (30) seconds
  - 18.7.10. In the event of a draw remaining at the end of the extra time, a visual signal shall be given to indicate that play shall continue until one team has a two (2) goal advantage.
- 18.8. All teams will be allocated finals umpire suitable for the level of game allocated.
- 18.9. No umpire is guaranteed allocation of a Finals match.
- 18.10. MNA will pay all umpires and reserve umpires for finals matches.

## 19. FIRST AID

- 19.1. First Aid services are available each week at the First Aid room. Ice is available from the First Aid room at the discretion of the first aid personnel. Should RICER protocol be used, the Associations injury regulations should be followed. See Rule 26.6 INJURY – return to play & Rule 26.7.1
- 19.2. Please note - *there may be a charge levied for any consumables.*

## 20. FORFEITS

- 20.1. Any team intending to forfeit a match must have the club contact notify MNA office by email no later than 12.00pm on the Friday prior to the fixtured game. Where teams provide their own umpires, it is their responsibility to notify their umpire.
- 20.2. When a team playing for premiership points forfeits a match, two (2) points for a win and a 20 – 0 score shall be awarded to the opposing team. The non-forfeiting team will have all players listed on submitted scorecard recorded as having played on that date.
- 20.3. In the event of a team forfeiting two (2) consecutive matches, the team shall show just cause to the

Committee for such forfeiture.

## 21. FUNDRAISING

- 21.1. Each club is permitted only one fundraising event on the MNA premises per season. Approval of the event and bookings are to be made through the Association Secretary prior to the first game of the season. Small clubs or teams will be given a shared day at the Committees discretion.

## 22. GLASSES

- 22.1. Players are permitted to wear prescription glasses only.  
22.2. No sunglasses can be worn unless a Medical certificate is supplied to the Association Secretary prior to the commencement of the season and a permit must be carried to show umpires upon request.

## 23. GRADING

- 23.1. It is the responsibility of each club to correctly and fully complete the grading information requested on the registration form. Each club is required to grade and number their teams according to strength (1 being the strongest) and indicate your preferred division. Failure to do so may result in incorrect grading. MNA is not required to regrade any teams who have failed to supply the correct information. Division preferences are subject to grading by the grading Committee.  
23.2. Grading recommendations made by the Grading Committee are subject to ratification by the GC. The Committee reserves the right to make any necessary adjustments to grading to ensure the evenness of the competition. If there is no change in that division at the end of the grading round all points and percentages will remain. If a change has been made in that division, all points and percentages will revert to zero.  
23.3. Teams not playing for premiership points will be paper graded and then reviewed at the discretion of the GC.  
23.4. Teams playing for premiership points will be paper graded. During the grading period scores may be reviewed and adjustments made to divisions at the discretion of the GC.

## 24. HEALTH POLICY

- 24.1. As per the Netball WA policy which is available to view from the MNA Match office.  
24.2. <https://s3-ap-southeast-2.amazonaws.com/netball-wp-assets/wp-content/uploads/sites/6/2013/09/06173108/Netball-WA-Health-Guidelines.pdf>

## 25. INCLUSION POLICY

- 25.1. The Committee will give special consideration to any player who may be culturally, linguistically or physically challenged and may make allowances to any Policy or Procedure as deemed necessary.  
<https://www.mandurhnetball.com>

## 26. INJURY

- 26.1. INJURY PROCEDURE  
26.2. In most injury scenarios, the standard time out injury rules apply as per clause 28.2 below. In more serious cases, such as situations where the injured player:  
26.2.1. Cannot weight bear.  
26.2.2. Clearly has a broken bone.  
26.2.3. Is unable to move the injured body part (particularly if a lower limb is injured);  
26.2.4. Is unconscious; and  
26.2.5. If a head or spinal injury is suspected.  
26.3. Teams must send a person immediately to notify the first aid personnel who will then attend the court and make an assessment. If a major injury has occurred, it is the discretion of the first aid personnel as to whether the injured player is moved or not. In this scenario, MNA officials will provide or advise teams of an alternative.  
26.4. Players and officials should not move the injured player off the court unless directed by first aid personnel.

## 26.5. INJURY TIME

- 26.5.1. In the event of an injury, each team has up to 30 seconds to leave the court.
  - 26.5.1.1. (Rule 9.3.1, Official Rules of Netball).
- 26.5.2. Either team may change the positions of all the players immediately when a player retires through injury or illness – they do not need to wait until the end of the quarter. The injured player may return to the game at a later stage during a stoppage.
- 26.5.3. Once an injured player's bib has been removed, the injury time is deemed to be over and players must retake the court for the game to recommence.
- 26.5.4. Coaching during injury time is allowed provided the coach does not enter the court.
- 26.5.5. No player may leave the court during injury time, except for the injured player to receive treatment.
- 26.5.6. No person may enter the court during injury time, except for the primary care person. This person may not coach any players during this time.
  - 26.5.6.1. (Rule 9.3.1 (iii) and (v) Official Rules of Netball)

## 26.6. INJURY - RETURN TO PLAY

- 26.6.1. Return to Play Policy Soft Tissue Injuries Soft tissue injuries are the most common injury in sport. Soft tissue refers to tissues that connect, support, or surround other structures and organs of the body. Soft tissue includes muscles, tendons, ligaments, fascia, nerves, fibrous tissues, fat, blood vessels, and synovial membranes. A soft tissue injury generally involves one or more of the following structures via sprain, strain, or direct blows:
  - 26.6.1.1.1. Muscle – muscles are made up of fibers that shorten and lengthen to produce movement of a joint. Muscles are attached to bone by tendons.
  - 26.6.1.1.2. Tendon – tendons are slightly elastic connective tissue that connects muscle to bone.
  - 26.6.1.1.3. Ligament – ligaments are strong bands of inelastic connective tissue that connect bone to bone.
  - 26.6.1.2. The biggest risk factor for soft tissue injury is a previous injury.
  - 26.6.1.3. Types of soft tissue injuries include
    - 26.6.1.3.1. Acute injury - Injuries that occur from a known or sometimes unknown incident. Signs and symptoms develop rapidly eg 'egg' forming on ankle from inversion.
    - 26.6.1.3.2. Bruise (contusion, cork) - Bruises are caused by a direct force applied to the body such as being kicked, or contact with a player, and result in compression and bleeding into the soft tissue (hematoma).
    - 26.6.1.4. Signs and symptoms: Swelling and/or discolouration.
      - 26.6.1.4.1. Sprain -Sprains are caused when the joint is forced beyond its normal range of motion, resulting in overstretching, and tearing of the ligament that supports the joint.
      - 26.6.1.4.2. Swelling, loss of power or ability to bear weight, possible discolouration and bruising and/or sudden onset of pain.
    - 26.6.1.5. Overuse Injury - Overuse injuries occur because of repetitive friction, pulling, twisting, or compression that develops over time.
      - 26.6.1.5.1. Signs and symptoms: Will develop slowly, inflammation, pain.
- 26.7. The immediate treatment of any soft tissue injury consists of the RICER protocol – rest, ice, compression, elevation, and referral.
  - 26.7.1. RICER protocol should be followed for 48–72 hours. The aim is to reduce the bleeding and damage within the joint. **The No HARM protocol** should also be applied – **no heat, no alcohol, no running or activity, and no massage.**
  - 26.7.2. This will ensure decreased bleeding and swelling in the injured area. This regime should be used for all ligament sprains, muscle sprains and muscle bruises. You can expect full recovery from most soft tissue injuries in one to six weeks. The length of time depends on your age, general health, and the severity of the injury. In significant injuries, a plaster cast or splint may be needed. Sometimes surgery is the best option. Referral to a medical professional for soft tissue injuries which occur in sport or physical activity, other than those which are minor, is recommended. A player returning from injury that has previously been referred to a medical professional cannot return to play until cleared to do so by same.

## 27.INSURANCE

- 27.1. Fees paid to Netball WA include insurance cover for players, coaches, umpires and officials from non-Medicare expenses incurred as a result of an injury received during a game played at MNA and affiliated Associations. Coverage is also applicable during training sessions.
- 27.2. For further details, please contact the Insurance Broker for Netball WA through the Netball WA website. <http://www.willisnetball.com/>
- 27.3. The scorecard is an official Document and must be completed correctly during the event of an injury or the insurance may be voided.

## 28.INTERCHANGE OF PLAYERS

- 28.1. When a club has two (2) or more teams in MNA then:
- 28.1.1. A club may play players from a lower division to any higher division. Players may only play up three (3) times during the season. They automatically become a member of the higher division where they played the most matches.
- 28.1.2. Players other than Net Set Go (SET) & (GO) may NOT be interchanged between team lists after Registration lock out date. These players may only play up in accordance with the Interchange and Playing up rules. Net Set Go (SET) & (GO) may be interchanged freely between their own club or opposition teams on match day. Net Set Go (SET) & (GO) players may only be interchanged with their own age groups on match day i.e. (SET) or (GO). Players must be listed correctly on the scorecard as playing from another team from their own club or from the opposition team.
- 28.1.3. No registered player (11 & Under through to Open) may play in a lower division than the one for which they are registered unless a permit to play down has been granted. Such application must be lodged with the Association Secretary in sufficient time for the application to be assessed prior to the commencement of the season. When it is proven that an unfair advantage is not the objective of the club, a permit may be granted.
- 28.1.4. An A Division Player may only play up into another A Division team, example 13A into 14A. Where this is not possible as the club has no other teams to play up from, permission from a member of the Executive, (not just a Committee Member) must be sought before the start of the game. example 13A into 14B. The appropriateness of all players playing up should be, if the higher team were to be short of a player for the season, would the lower division player be appropriate to play in that team permanently. The playing up rule should not be used to give an advantage to a team in any game, other than to have enough members to compete. Incorrectly playing up a player will result in a penalty.
- 28.1.5. During Finals, all borrowed players must be approved by the office the day before the game. Notification will be by email prior to 1pm advising the name and grade of the borrowed player and giving the reason for the required movement.
- 28.1.5.1. No borrowed player may displace any member of the listed team if they are available to play.
- 28.1.5.2. Once a borrowed player has taken the court, the displaced/injured player may not retake the court in the same game.
- 28.1.5.3. Playing an illegal player during Finals will result in immediate forfeiture of the game and the team will take no further part in the season finals.
- 28.1.6. A club playing a player down without a permit will result in a penalty.
- 28.1.7. A club playing a player who has been granted such permit may not subsequently play that player in any higher age group or division during that season.
- 28.1.8. Where it occurs that a club has two (2) or more teams in the same division, the players from the higher numbered team may play up in the lower numbered team, but the lower numbered team players may not play down without a permit. (i.e. Team 5 may play a player from Team 6).
- 28.1.9. In the event of a regrade where MNA moves a team, so that a club's teams are out of numbered sequence, the Committee reserves the right to re-number the teams prior to the commencement of the next round.
- 28.1.10. Clubs may apply for a permit to play up for a player wishing to play up two age groups
- 28.1.11. A player may be permanently moved to a higher graded team, providing they are age eligible, by the club contact advising MNA via email. Once confirmation has been received, the player no longer needs to be recorded as borrowed.

## 29. JEWELLERY

- 29.1. No jewellery or sharp adornments, including hair beads shall be worn, except for a wedding band and/or medical alert item, which must be taped or worn under a sweatband. Holes from spacers are to be taped and the spacer jewellery to be removed.
- 29.2. Should a player be found to be wearing prohibited jewellery after the commencement of the game, they shall be sent off the court and the jewellery removed. Play is to continue without that player. The position left vacant during the time the player is off the court must not be filled unless that position is Center, in which case the team may move one player on the court to fill that position. The player may retake the court at the next center pass, after inspection by the umpire.

## 30. MATCH PLAY

- 30.1. Net Set Go matches will consist of 4 x 10-minute quarters, with a three (3) minute intervals at quarter time and a three (3) minute interval at half time.
- 30.2. 11 & 12 & Under matches will consist of 4 x 12-minute quarters, with a three (3) minute intervals at quarter time and a five (5) minute interval at half time.
- 30.3. All other winter matches will consist of 4 x 15-minute quarters, with a three (3) minute intervals at quarter time and a five (5) minute interval at half time. In spring, match times shall be advised.
- 30.4. All teams in the first two timeslots are to supply their own sports timer during the winter competition. Games are centrally timed after this period and during the spring competition.
- 30.5. All matches must start on time. Should a team not be able to take the court due to a lack of player numbers (5 players minimum) or a delayed arrival of an umpire there shall be a five (5) minute grace period. After this time, the match must commence or be forfeited. Should the grace period be needed; then the breaks shall be shortened to two (2) minutes for each quarter time break and two (2) minutes for half time.
- 30.6. All spectators shall remain at the end of courts with only players, & coaches between courts. This is for umpire, player, and spectator safety. At no time may a coach, team, club official or spectator position themselves along the goal line of a court, with spectators remaining an appropriate distance from the playing area.

## 31. NAILS

- 31.1. Fingernails must be cut short and be smooth.
- 31.2. The taping of nails is not permitted in the winter competition.
- 31.3. Wearing of gloves is not permitted in the winter competition. Players with legitimate medical reasons for wearing gloves must supply a medical certificate stating the reason to the MNA Association Secretary or GC prior to the commencement of the season, however the nails must still be cut short and be smooth under the gloves.

## 32. NET SET GO

- 32.1.1. **(NET)** Match Duration – 4 x 10-minute quarters with a three (3) minute interval at quarters and a five (5) minute interval at half time. Normal injury time applies (up to two (2) minutes per team per quarter).
- 32.1.2. Goal posts to be 2.4m (8ft).
- 32.1.3. Size 5 netball only to be used.
- 32.1.4. Defending – Strict “one-on-one” defense. Players may not defend a shot at goal.
- 32.1.5. Players may defend a player with the ball from a distance of 1.2m (4ft).
- 32.1.6. After catching the ball, a player must pass the ball within 6 seconds.
- 32.1.7. Stepping – Shuffling on the spot to regain balance is allowed without moving down the court, for the first 4 weeks of the season. Thereafter, no penalty will be issued, but the pivot will be demonstrated indicating a grounded foot.
- 32.1.8. Center Pass – The initial center pass will be taken by the team that won the toss and all other center passes shall be taken by the team that did not score the last goal. For first center pass of remaining quarters, alternate teams (i.e. the team that lost toss at beginning of match) will take first center pass in second quarter.

- 32.1.9. Scorecard – Only the first center pass of each quarter needs to be recorded.
- 32.1.10. All players to play a minimum of two (2) quarters unless due to injury or illness.
- 32.1.11. Teams are to swap scoring ends each quarter.
- 32.1.12. Scoring – Scores may be kept but no ladder produced. No finals matches will be played.
- 32.1.13. Net Set Go (NET) players may wear long sleeve tops under the club uniform, providing they are all the same colour, and the colour of the uniform.
- 32.1.14. **(SET)** Match Duration – 4 x 10-minute quarters with a three (3) minute interval at quarters and a five (5) minute interval at half time. Normal injury time applies (up to two (2) minutes per team per quarter).
- 32.1.15. Goal posts to be 2.4m (8ft).
- 32.1.16. Size 5 netball only to be used.
- 32.1.17. Defending – Strict “one-on-one” defense. Players may not defend a shot at goal.
- 32.1.18. Players are allowed to defend a player with the ball from a distance of 1.2m (4ft).
- 32.1.19. After catching the ball, a player must pass the ball within 5 seconds.
- 32.1.20. Stepping – Shuffling on the spot to regain balance is allowed without moving down the court, for the first 4 weeks of the season. Thereafter, no penalty will be issued, but the pivot will be demonstrated indicating a grounded foot.
- 32.1.21. Center Pass – The initial center pass will be taken by the team that won the toss and all other center passes shall be taken by the team that did not score the last goal. For first center pass of remaining quarters, alternate teams (i.e. the team that lost toss at beginning of match) will take first center pass in second quarter.
- 32.1.22. Scorecard – Only the first center pass of each quarter needs to be recorded.
- 32.1.23. All players to play a minimum of two (2) quarters unless due to injury or illness.
- 32.1.24. Teams are to swap scoring ends each quarter.
- 32.1.25. Scoring – Scores may be kept but no ladder produced. No finals matches will be played.
- 32.1.26. Net Set Go (SET) players may wear long sleeve tops under the club uniform, providing they are all the same colour, and the colour of the uniform.
- 32.1.27. **(GO)** Match Duration – 4 x 10-minute quarters with a three (3) minute intervals at quarters and a five (5) minute interval at half time. Normal injury time applies (up to two (2) minutes per team per quarter).
- 32.1.28. Goal posts to be 2.4m (10ft).
- 32.1.29. Size 5 netball only to be used.
- 32.1.30. Defending – Strict “one-on-one” defense. Players may defend a shot at goal.
- 32.1.31. Players may defend a player with the ball from a distance of 1.2m (4ft), including when a player is shooting for goal.
- 32.1.32. After catching the ball, a player must throw within four (4) seconds.
- 32.1.33. Stepping – Rules of Netball shall apply; the pivot foot may be demonstrated if the umpire considers it is required.
- 32.1.34. Center Pass – Alternate Center passes as per the rules of netball will apply.
- 32.1.35. Scorecard – Rules of netball apply.
- 32.1.36. All players to play a minimum of two (2) quarters unless due to injury or illness.
- 32.1.37. Teams are to swap scoring ends each quarter.
- 32.1.38. Scoring – Scores may be kept but no ladder produced. No finals matches will be played.
- 32.1.39. Net Set Go (GO) players may wear long sleeve tops under the club uniform, providing they are all the same colour, and the colour of the uniform.
- 32.1.40. NET SET GO – Umpires
- 32.1.40.1. Use simple language and explain decisions.
- 32.1.40.2. Adopt an encouraging and pleasant manner to ensure an open free flowing game, particularly in the setting up of penalties and throw-ins.
- 32.1.41. NET SET GO – Coaches Please refer to Injury Policy #26
- 32.1.41.1. Coaching to be by the coaches **Only**, during games. Coaches are to be near the middle of the court and are not to go on to the court during play. Players do not leave the court.
- 32.1.41.2. For NETSETGO (Net &Set) Coaches may move along their side of the court from corner to corner.
- 32.1.41.3. Coaches should not block the movement of umpires.

32.1.41.4. For new, or unfocused players, the coach may call the player to the side of the court for instruction.

32.1.42. NETSETGO - SPECTATOR

32.1.42.1. Spectators should not participate/assist in coaching.

32.1.42.2. Spectators should only use encouraging language and support both teams, they should NOT applaud mistakes or the loss of the ball by the opposition team.

### 33. PERMITS

- 33.1. Clubs must apply for a permit for a player to play down. Players will be assessed by a MNA representative, if it is shown that the object of the request is not to obtain an unfair advantage, a permit to play down may be granted. No more than one permit to play down to any one team will be granted. If a team has more than two older players, then the whole team must play up into the higher age group.
- 33.2. Permits to play down will not be granted to players in the 15 & under, 18 & under, or Open age groups – unless as part of the inclusion policy.
- 33.3. A club may not play a player down without a permit.
- 33.4. Once a player has been granted a permit to play down, they may not play in a higher age group.
- 33.5. Once a player has been granted a permit to play up, they may not play in a lower age group for the remainder of the season.

### 34. PHOTOGRAPHY/VIDEOING

- 34.1. Clubs shall decide prior to the beginning of the season if their members will give consent for photographs or videos to be taken for personal club use or by the association for promotional purposes. Withholding of Photography approval or denial is required to be noted in the grading comments section of team entry on MyNetball for each team, and in an email detailing same to the Secretary of the Association.
- 34.2. Any club or individual wishing to photograph or video a game should ensure that the permission of both coaches is gained prior to any photography/videoing. It is the responsibility of each club to notify coaches if a player may not be photographed or videoed.

### 35. PLAYER TRANSFERS

- 35.1. A club has the right to appeal a player or coach transfer on financial grounds. A player or coach who is refused a transfer has the right to appeal to the MNA Committee to review that decision. Such appeal must be made in writing and will be heard at the next Committee Meeting. The MNA Committee decision shall be final.
- 35.2. A permit for a player to transfer from one club to another during the season will not be granted to players in the 12 & under or above age groups – unless as part of the inclusion policy. Refer to policy #28, except under exceptional circumstances, and where agreed by a majority vote of the Association Committee.
- 35.3. Players participating in NetSetGo competitions or in the 11 & Under age group, where finals are not played, may request a permit to transfer after the lock out date. Written submissions from both clubs must be presented.
- 35.4. The Permit Committee will consider the reasons for the request and rule on the appropriateness of the transfer, with regards to how it will affect the competition, the clubs, and the player.

### 36. PLAYER WITHDRAWAL

- 36.1. Any application for refunds after lockout date must be made immediately in writing to the Association Secretary. Should the application be successful an administration fee of \$20 may be applied.
- 36.2. There can be no transferring of a player's fee from a withdrawn player to a new player once the first playing date of that competition has passed. Prior to this date, transfers are at the discretion of the Association Secretary.

### 37. POSTPONEMENTS

- 37.1. No Postponements will be accepted; games must be played as fixtured or forfeited.

- 37.2. A permit to pre-play a match may be granted by the GC, where exceptional circumstances have been identified, and on application at least 1 week prior to the match. The permit must be granted by the COD in agreement with the President or Vice President of the Association.

## 38. PREGNANCY POLICY

- 38.1. Refer to Netball Australia Policy [http://s3-ap-southeast-2.amazonaws.com/netball-wp-assets/wp-content/uploads/2015/04/05182156/Website-SD07-Pregnancy-Policy\\_Updated-2016.pdf](http://s3-ap-southeast-2.amazonaws.com/netball-wp-assets/wp-content/uploads/2015/04/05182156/Website-SD07-Pregnancy-Policy_Updated-2016.pdf)

## 39. PRESENTATIONS

- 39.1. All presentations and their procedures shall be as advised by the GC. It is expected that all teams participating in the Grand Final will stay for presentations in each timeslot.

## 40. PROOF OF AGE

- 40.1. Any player may be required to provide a photocopy of their Birth certificate, Birth extract or Passport for verification of their age.
- 40.2. MNA reserves the right to request this information from any player throughout the season. Players have 48 hours to provide the requested documentation to MNA.

## 41. RACIAL AND RELIGIOUS TOLERANCE POLICY

- 41.1. Any proven charges at an MNA Association Tribunal will automatically lead to a minimum two (2) match suspension for the offender. In deciding the final penalty, consideration will be given to the seriousness of the act, the impact on the victim, the impact on the club or association and the prior good history or otherwise of the offender. Offenders found to have participated in these types of offences for a second or subsequent time and where a suspension has been previously imposed will face deregistration.
- 41.2. Any alleged offender presented before the tribunal for the first or subsequent time of an offence included in this policy must be aware that the penalties available to the Tribunal members will cover the complete range including deregistration.
- 41.3. In the case of a non-playing club member or spectator being proved to have engaged in harassment or bullying, the club employing, engaging or otherwise associated with the offender at the time of the conduct shall be deemed to be vicariously liable for the conduct of the offender and shall pay to MNA a penalty to be determined by the Committee.
- 41.4. See MNA Racial & Religious Policy Document.

## 42. REGISTRATIONS

- 42.1. Each team registering must have a minimum of seven (7) players registered using the MyNetball app and be lodged on a date as specified in the registration pack.
- 42.2. Any new clubs must submit their club name and uniform at least three (3) weeks prior to the season's final registration date.
- 42.3. MNA will not accept a club or player if unfinancial with MNA, their club or NWA from previous seasons until all monies owing are paid in full.
- 42.4. Clubs may register further new players on My Netball, by 12pm on the Friday PRIOR to the next winter playing date. Clubs who do not follow this procedure may be declared unfinancial and may not be allowed to take the court or accrue points until such time as they become financial. Points will NOT be returned upon payment.
- 42.5. At the MNA AGM, clubs of 5 teams or more shall nominate one (1) contact person, and clubs with 10 teams or more shall nominate (2) contact persons, as representatives of the club, one of which is preferably the club president. These shall be the main contacts who will receive emails and submit complaints and other notices. MNA will only deal with these representatives as and when necessary.
- 42.6. If a club does not register for two (2) years their name and colours become available to new or existing clubs wishing to change their name or colours.
- 42.7. MNA reserves the right to charge an administration fee of \$20.00 on all requests for refunds and

player withdrawals.

42.8. The GC reserves the right to limit teams due to court restrictions.

42.9. Late team registrations will be placed on a wait list.

### 43. SCORE CARDS

43.1. The official score card as supplied by MNA will be the only one accepted. Player positions must be recorded on the score card for each quarter by each team.

43.2. This information is required for insurance and eligibility purposes.

43.3. All recording on the scorecard should be written in ink.

43.4. It is the responsibility of each team to ensure THEIR information is filled out correctly on the score card – please advise the match office immediately if the opposition team does not co-operate in this regard.

43.5. It is the responsibility of the scoring team to hand in the score card to the Match office immediately

43.6. following the match.

43.7. Player's names may not be added to a score card after the start of a game, and all players listed must be present on the side of the court before half time to participate.

43.8. Players not present should have the word "away" or "absent" written next to their name in the playing position boxes.

43.9. Should a player withdraw from a team or be listed in error the players name should have "not in this team" or "no longer in this team" written next to their name in the playing position boxes.

43.10. If a Single Game Voucher (SGV) is being used in the match, the SGV number and FULL NAME OF THE PLAYER MUST be recorded on the scorecard in the borrowed players section, prior to the commencement of the match.

43.11. A player playing up, MUST have their FULL NAME, with their original grade and team number recorded on the scorecard in the borrowed players section, prior to the commencement of the match.

### 44. SCORER AND TIMEKEEPER

44.1. The first named team shall provide a competent official scorer, and the second named team shall provide competent official timekeeper as per the fixtures.

44.2. The scorer and timekeeper must remain in the center court area and shall check both the score and time with each other. When the timekeeper is required to follow the umpire during the final ten (10) seconds of each quarter, teams are advised to supply someone else to check the score with the scorer.

44.3. During breaks the official score card and timer must remain visible.

44.4. In the event of a team failing to supply a time keeper or scorer and the opposition team is unwilling to provide a time keeper or scorer, then that team must find a suitable time keeper or scorer in a timely manner or a player from that team will be required to time or score.

44.5. A recognised sports timer must be used. Mobile phones are not permitted to be used by timers and scorers (match officials).

### 45. SINGLE GAME VOUCHERS (SGV)

45.1. A Single Game Voucher (SGV) is a voucher that is used for a fill in player. This voucher is valid for one match only. This provides insurance cover for the player in the event of an injury and must be recorded on the score card. Any player not registered to play in a team at MNA must purchase a SGV prior to taking the court.

45.2. When a fill in player is affiliated to Netball WA through another association, a MNA SGV must be purchased and the Netball WA ID number must be supplied along with any other requested Documentation.

45.3. There are conditions associated with both a Netball WA and MNA SGV;

45.3.1. Players can only purchase and play on three (3) separate Single Game Vouchers. Should a player take the court for a third time that player must pay full MNA fees which include Netball WA fees. Proof of registration with another Association within NWA will be reduced by the amount of the NWA fee for that year. Monies already paid for previous SGV's do not contribute towards the above fees.

45.3.2. SGV's do not count towards the three (3) games required to qualify for Finals.

45.3.3. An SGV may not be used in Finals matches.

45.3.4. Once a player has played for a club on a SGV, they are deemed to be affiliated with that club for that match and clubs will be held liable for the behaviour of the SGV player.

- 45.3.5. The SGV number must be recorded on the score card.

## 46.SMOKING

- 46.1. Smoking is NOT permitted within the grounds of the MNA Netball Thomson Street Courts or in at any function or event run and controlled by MNA.

## 47.SPECIAL MEETINGS

- 47.1. As referred to in the Constitution

## 48.SPRING COMPETITION

- 48.1. Spring registrations may consist of a mixture of players from various clubs registered for the previous winter season. Teams and team names are for the Spring season only.
- 48.2. Winter clubs wishing to enter more than one team into the Spring competition must have two (2) club contacts in order to use the club name and uniform, one of which must be from the Winter Competition.
- 48.3. Clubs may apply to the Committee for a new uniform permit which is valid for the Spring competition ONLY. Photograph and description of the uniform and bibs must be submitted 3 weeks prior to commencement of the Spring Competition.
- 48.4. The GC reserves the right to limit teams and divisions due to court restrictions.
- 48.5. Matches to consist of 4 x 10-minute quarters, with a two (2) minute interval at quarter time and a five
- 48.6. (5) minute interval at half time. All games will be centrally timed by the MNA match office. In the event of a minor injury no time is held, the player is removed from the court and the game is continued. In the event of a serious injury where the game cannot be recommenced, the outcome shall be determined by the Spring Convener, refer to the injury Procedure.
- 48.7. During the Spring competition only, teams are permitted to use any number of fill in players on Single Game vouchers in one game. All other Single Game Voucher conditions apply – Refer to Single Game Vouchers.
- 48.8. During the Spring competition, players are permitted to wear gloves and all OTHER jewellery restrictions apply.
- 48.9. In the event of a power failure during the Spring competition all games will be cancelled, and no points will be awarded.

## 49.TEAM WITHDRAWAL

- 49.1. Any club or team who wishes to withdraw from MNA after the lockout date shall forfeit all monies paid.
- 49.2. If within seven (7) days from the lockout date, any player/s from the withdrawn team merge
- 49.3. with another team entered in the competition, they may transfer all monies owed, less an administration fee, as determined and at the discretion of the Committee. Players who do not transfer or merge to another team forfeit all monies paid. Should an unfinancial club disband at the conclusion of the season, any member of that club registering with another club shall be required to pay their portion of that debt before further registration will be accepted.

## 50.UMPIRES

- 50.1. Teams are required to accept the MNA Umpire Academy, Squad and Green Shirt umpires as and when advised by the Umpire Coordinator or a Committee member, for the purpose of education or evaluation.
- 50.2. All teams must supply their own competent umpire unless an umpire has been allocated by the UDO.
- 50.3. The suitability of an umpire for the level of play may be decided by the UDO or their representative. Should an umpire be deemed unsuitable, the AUDO or their representative will provide the umpire and club written recommendations for further development.
- 50.4. Umpires are to instruct the scorer and timekeeper of their duties.
- 50.5. The umpires have control of the game, and their decision is final. The captain of the team (or coach and captain of Net Set Go SET 10 & under) have the right to clarify rules and ask questions, and this can only be done at intervals. For all other ages & teams, only the Captain of the team may approach the umpires at an interval. Any enquiry after the game should be addressed to the Umpire Coordinator or to the office for investigation.

- 50.6. The umpires must strictly adhere to the rules set down by Netball Australia and MNA
- 50.7. All umpires must wear the MNA Umpire Uniform or a white shirt with white, black, or navy shorts, skirt or pants with suitable footwear. No jeans, thongs or heeled shoes are permitted. An umpire may not officiate in their playing uniform. Inappropriate umpire attire will result in a penalty and will be allocated to the club they are umpiring for. Allowances will be made for an umpire asked to fill in at the discretion of the Umpire Coordinator or the Committee member on Roster if the Umpire Coordinator is unavailable.
- 50.8. Umpires are not permitted to coach a team whilst umpiring or during intervals.
- 50.9. No interchange of umpires is permitted during a game except in the case of injury or illness, or if an umpire is deemed unsuitable by the UDO and a replacement is provided.
- 50.10. In the event of a team failing to supply an umpire and the umpire's office being unable to supply a replacement umpire, then that team must either find a suitable umpire within five (5) minutes or a player from that team will be required to umpire.)
- 50.11. It is the responsibility of the umpires to ensure that nails are cut short, and that the MNA jewellery policy is adhered to prior to taking the court.
- 50.12. If an umpire stands a player off the court for a specified time, the player sent from the court must stand beside the scorer and timekeeper. No positions may be changed by the team, unless the penalised player is the Center player which results in an on-court player moving into Center and moving back again when the suspended player comes back to the court.
- 50.13. Interference or abuse of umpires by players, spectators or team officials will NOT be tolerated.

## 51. UMPIRE DEVELOPMENT/BADGING

- 51.1. Clubs who wish to put forward umpires for screening and testing will be required to pay an upfront fee to MNA which covers half the cost of the badge and the screening plus administration paperwork. Club umpires must be fully affiliated, using the MyNetball app. Clubs may be required to find umpire cover for their club umpire whilst screening/badging is being carried out. This is the responsibility of the club, not MNA.

## 52. UNFINANCIAL CLUBS/PLAYERS

- 52.1. Any club or player owing money either to MNA, or Netball WA shall be deemed unfinancial. Money owing can be in the form of fees, fines, or other penalties, etc.
- 52.2. Unfinancial clubs and their players are not entitled to the rights and privileges of membership until such time as all monies owing (plus interest if applicable) are paid in full to the satisfaction of MNA.
- 52.3. MNA reserves the right to refuse all further membership applications from unfinancial clubs or players in the future. Please refer to MNA Constitution Division 2. 16. Membership Fees

## 53. UNIFORMS

- 53.1. The uniform of a club shall consist of:
- 53.1.1. FEMALE PLAYERS – either skirt and top, or dress, with sports brief or bike shorts
- 53.1.2. no longer than the skirt or dress; and position bibs including one set of clash bibs. MALE PLAYERS – shorts, top (club style and colours) and position bibs including clash bibs.
- 53.1.3. Players representing their school may wear shorts if this is the school uniform, however all players in the team must then wear shorts or all girls must wear skirts. A mixture of skirts and shorts for girls is not permitted. In a mixed competition, girls/women are to wear skirts, and boys/men are to wear shorts of the same colour and tops that are aligned with the club uniform.
- 53.1.4. No two (2) clubs shall have the same uniform to the exclusion of bibs, the only exception being school based clubs as they are permitted to wear their school uniform/school sports uniform. No long sleeve shirts are permitted to be worn under the club's uniform unless covered by the Net Set Go (SET) clause #33.14 or there is a valid Medical certificate or cultural reason for this. Written proof is required and should be sighted by the Association Secretary.
- 53.2. Approvals for new uniforms will only be considered at monthly Committee meetings. Once approval is received a photograph will be taken by MNA and no deviation to the photographic example will be allowed.
- 53.3. New uniforms or changes to dye lots or Pantone colours must be submitted to the Association Secretary three (3) weeks prior to registration and no club shall make any changes to this uniform without first obtaining the consent of the Committee.

- 53.4. Permission to play out of uniform must be obtained from the Association
- 53.5. Priority of registration shall determine the exclusive right to wear the uniform or colours.
- 53.6. Clubs are to have one uniform design and colour combination only. If choosing different uniform styles in different age divisions all uniforms must be registered by lock out.
- 53.7. All players in Finals matches must play in that team's uniform.
- 53.8. The GC may grant a permit for playing out of uniform at the beginning of the winter season if a club can prove that they are subject to uniform delays by a supplier.
- 53.9. The Committee reserves the right to request a team or player to alter any part of their uniform if deemed inappropriate by the Committee. Failure to comply may result in the team or player being unable to take the court.

## 54. VOLUNTEERS

- 54.1. Clubs are to provide volunteers to MNA as requested. This provision is compulsory. A roster for Office duties will be supplied prior to the start of the winter season.
- 54.2. Duties of volunteers will be varied as directed by the Committee.
- 54.3. Clubs should ensure that they can fulfil their roster or organise a change of date with another club. The Secretary should be advised of all agreed to changes. A minimum of 2 persons must be in attendance of the office from each club on their rostered day. A volunteer 15+ may operate the siren but the other rostered volunteer must be a committee representative, with knowledge of the Associations Policies and Procedures, enough to be enough to be able to answer most requests. An ability to deal with difficult or angry patrons is also essential. Penalty will apply for each timeslot. and/or a loss of points at the committee's discretion. See MNA By-Laws 2 Committee
- 54.4. Clubs participating in finals are not required to provide umpires but must ensure appropriate scorers and timers are available and are shown appropriate respect.
- 54.5. All volunteers must be a minimum of fifteen (15) years of age and must wear appropriate clothing.

## 55. WEATHER

- 55.1. Matches will NOT BE cancelled by MNA due to inclement weather.
- 55.2. At the discretion of the GC and/or the Association Secretary or President, a timeslot or round may be cancelled due to dangerous weather in the immediate vicinity of the MNA Netball complex. No forfeits for this cancelled round will be accepted. No points shall be awarded to any team.
- 55.3. In the event of a Finals match having to be cancelled due to dangerous weather, the GC shall call a Special Meeting with the relevant Convener/s and the AUDO no later than the Tuesday following the cancelled game, to arrange for the match to be played as soon as possible. Teams involved will be consulted regarding dates.
- 55.4. During game cancellations due to dangerous weather, updates will be posted on the MNA website, and on the MNA answering machine at regular intervals. Teams are responsible for checking the website or confirming with their club contact before leaving home.
- 55.5. LIGHTNING –
  - 55.5.1. Whenever there is lightning in the vicinity of the MNA complex or any activity under the control of MNA, the 30/30 rule relating to lightning shall be applied by those in charge of the activity.
  - 55.5.2. If the time difference between a lightning strike and the associated thunder from that lightning strike is 30 seconds, or less, all persons associated with the activity as players, officials, umpires, or spectators shall immediately leave the grounds and seek shelter that is appropriate for protection from a lightning strike.
  - 55.5.3. The activity that has been suspended shall not be restarted until there has been at least thirty (30) minutes elapsed since there has been any evidence of a lightning strike.

## 56. WORKING WITH CHILDREN CHECK

- 56.1. It is the responsibility of your school/club to ensure and record that your volunteers have a current working with children card or record their exemption in line with the regulations and policies of the legislation. Applications are available from a Post office or go to <https://workingwithchildren.wa.gov.au/>
- 56.2. Each club will maintain their own records and advise MNA annually of the currency of the records each

season.

## FINES

**FINES TABLE** All fines will be monetary and must be received before the next playing date.

	Reason for Fine / Penalty	Fine	Penalty
1	Failure to provide a volunteer.	\$250 per volunteer	Club Fine and/or loss of points
2	Failure to attend compulsory meetings. Without notice or appropriate excuse.	\$50 per person	Club Fine
3	Offensive, disrespectful, abusive language and/or behaviour to another player, umpire and/or MNA official.	Up to \$50	Club Fine and/or suspension
4	Physically harming or attacking another player, umpire, official or spectator.	Up to \$50	Club Fine and/or immediate suspension
5	Unruly behaviour by a club official, player or spectator associated with that club.	Up to \$50	Immediate removal from the court and/or a club fine
6	Intentionally playing players under other registered names.		Forfeiture of the match.
7	Playing an ineligible player.	\$50	Club Fine and/or Forfeiture of the match.
8	Playing an ineligible player during Finals	\$100	Club Fine and Forfeiture of the Match. The team will take no further part in finals for that season.
9	Violation of MNA ethics and poaching clause.	up to \$250 per player & Club Fine \$250	Suspension at the discretion of the Committee.