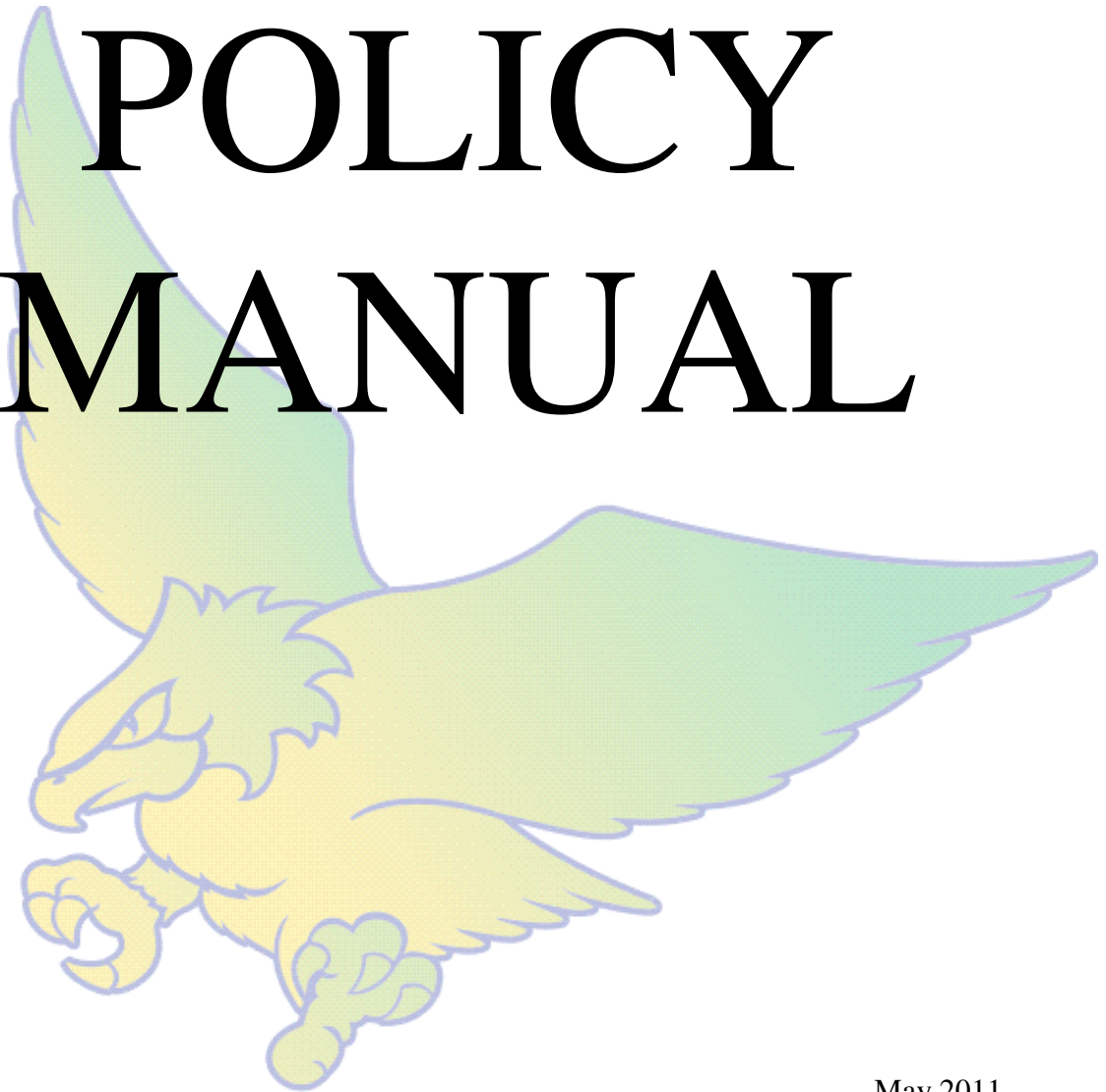


**CHEERIO
NETBALL CLUB
Inc.**

**POLICY
MANUAL**



May 2011

Preamble

An up to date copy of this manual will be held and maintained by;

- The President.
- Vice President.
- Secretary.
- Uploaded to the web site

Professional Standards Policy

Policy: That Cheerio Netball Club Inc. make provision for the appointment of a Professional Standards Officer (P.S.O.), who will preferably be;

- Professionally qualified to undertake such a role.
- A person of good standing in the community
- Not be a current coach, parent, committee member, or player, so as to remain at arms length if any matters are raised regarding the conduct of a person associated with the club.

The professional Standards Officer will be a first point of contact for persons with any concerns regarding the conduct of club players, club officials or associates, and who will make recommendations to the Committee of Management regarding any further course of action that may be required in relation to the professional conduct within the club. Where there is concern regarding the conduct of persons who are not members or affiliates of the club, the matter is to be referred to the appropriate body within Netball S.A. Where possible, the P.S.O. will be appointed at the A.G.M. of the club. (April 10).

Policy: That Cheerio Netball Club inc encourages all coaches and committee members and those in assistant roles, or their affiliates, to undertake a SAPOL National Police Clearance, and notes that Police Clearances remain the property of the individual, but that the club is to maintain a record of who has obtained a SAPOL clearance, and note when the document expires. That those who obtain a Police Clearance are required to present such document to the Club Secretary who will inspect the document to verify that there is no record of offences listed that would render the person unsafe to undertake a position of responsibility within the club. It is noted that if applications are counter-signed by an authorised person from Netball SA, applications are processed free of charge. (March 10)

Policy: That Cheerio Netball Club Inc assents to the pregnancy policy of Netball Australia, and encourages members and volunteers to be familiar with the policy, and notes it is available for viewing through the Netball SA website. That the club encourages all players who suspect they are pregnant, or who have been confirmed as pregnant, to assume responsibility for their own health, and the health of the unborn child, and that coaches and officials do not do not seek to influence the pregnant player, but enable her to make her own choices about playing netball and associated issues regarding the safety of herself and the unborn child. (Feb. 10)

ALIGNMENT TO NETBALL SA

That Cheerio Netball Club inc (hereinafter referred to as The Club) be a financially viable associate of Netball SA, and enter teams in, but not limited solely to, competitions conducted under the auspices of Netball SA; AMND, State League, City Night.

That The Club recognises educational, coach player and official development and professional development courses conducted by Netball SA, and recognises accreditations made by Netball SA as valid for it's staff, members and volunteers.

That The Club encourages its member's, staff, and volunteers to participate in courses conducted by Netball SA, and that The Club make sufficient funds available, within budget limits, to assist its members and volunteers to undertake training courses as the financial situation allows at the time.

That The Club recognises and validates the worth of other entities operating under the auspices of Netball SA including SASI, Junior Development Programs and Representative teams, and that in so doing offers, within the parameters of the means and resources of the club, the club's support of such entities.

That whereby a SASI player, junior or national player may be aligned with the club, that player will be given all reasonable access to the resources of the club that encourage and promulgate her development as an athlete, and the implications therein.

That if in the circumstances whereby a player who is aligned with the club receives a representative role through Netball SA, or an affiliate that exists for the benefit of that player's athletic development in netball, that the club shall release such player to participate, and at the request of Netball SA. (June 2010)

PLAYER PARTICIPATION POLICY

AIM OF POLICY

This policy aims to outline the Cheerio Netball Club's position towards player participation in netball teams. The Club aims to encourage fun and enjoyment and focus on participation.

PLAYER PARTICIPATION – Who can join the club?

The Cheerio Netball Club is open to all girls and it warmly welcomes participation. To be placed in a team a player must:

- Complete Cheerio Eagles registration forms
- Pay fees by due date
- Attend trials
- Attend weekly training
- Attend weekly game

WEEKLY PARTICIPATION

All girls must attend weekly training and the game. Training is generally at ETSA Park and games are also held at ETSA Park. Each team has 9/10 players and all players will play each week. Rotation is equal where possible to ensure all players have similar court time and development opportunities which means by the end of the season all team members should have had equal court time.

Generally, a player will receive less court time if absent from training without contacting her coach prior to training or at least as soon as possible after. This is not only regarded as also courteous but also essential to ensure coaches can effectively plan for training and match days.

PLAYER PARTICIPATION POLICY

Regular absences will automatically reduce court time to no court time. The coach should first meet with the player seeking an understanding and resolution of any issues. If this is unsuccessful the Match Committee will support the coach in again meeting with the player and her parents (if required) and seek a solution. Wherever possible every attempt is to be made to keep the player involved, particularly where circumstances are beyond the player's control.

LONG TERM ABSENCES – IMPACT ON TEAM AND INDIVIDUALS

1. INJURY

The Club recommends an injury is assessed as soon as possible after it occurs by either the Sports trainer or sports injury clinic. The impact of an injury is often determined by how quickly its management can be implemented.

It is essential the coach receive accurate information about the injury, rehabilitation requirements, time out from training and matches and the recommended re-entry into Netball.

Club coaches will be cautious in the return of any injured player and will introduce the player gradually to full court time. Re-entry must be through training before a return to match play.

Where practicable girls should continue to attend training and help the coach and where possible also use the time to complete her rehabilitation program. This is excellent for team culture and keeps the injured player involved in team strategies.

2. SICKNESS

These procedures apply to girls who have been away from the game for over two weeks and have been very ill.

At all times the Club will be guided by medical advice and will be cautious with the players health in any decisions at training or in games. Medical clearance from the presiding practitioner is preferred.

The player must come back through training and then gradually through increased court time. Whilst it is understood players are very keen to return immediately and that players maybe disappointed when it is gradual it is the view of the Club that a cautious return is vital for well-being and duty of care of our members.

Comebacks are most difficult at Finals times and the Coach will make the best decision for the success of the team.

3. LONG –TERM ABSENCES

It is understood that these absences are out of control of the player. Where known dates of planned trips should be submitted at the commencement of the season. This supports the selection process and ensures best team composition and balance and the Club's and teams ability to cover such absences.

Where the Club has to recruit new players to cover the absence, players and parents must understand the coach will gradually re-enter returning the player through training and match play. They will not come back automatically into the team and re-entry will be according to the needs of the team.

Such a policy is essential to ensure the team's culture is retained and any conflict can be minimised. The team may end up with 10 plus players and a new set of participation factors will then have to be managed by the Coach.

Any issues that arise will be resolved by the coach and the Club Coordinator.

FINALS SELECTION

Selection of a team for the Finals campaign is not easy and it is our hope that with excellent training and preparation all team members will be prepared and of standard to be involved with the game. In the case of senior teams, the Club leaves the decision to the coach on matters of selection and court time for these matches.

Senior coaches are available to discuss all strategies and support team coaches. We expect the coach to select a team that best matches against the opposition and will give the team the best and most competitive chance for success in matches.

Ultimately, success is shared by all team members who contributed to getting the team to finals irrespective of court time. In the case of primary and sub-junior teams, it is expected that all players will take the court in finals.

The Club expects players, coaches, officials and families to be supportive of this policy (June 2010).

CODE OF CONDUCT

Aim of Policy

This policy aims outlines the high levels of sportsmanship and the accompanying behaviours that the Cheerio Eagles Netball Club expects of all members of the club for its players, coaches, officials and supporters.

The policy also provides steps that are to be followed to educate our members on the code of conduct and steps required for implementation should any breach of the policy occur.

Background

At all times the Cheerio Netball Club abides by the Codes of Behaviour of Netball Australia set out in the Netball SA AMND Fixture Book. The book contains Codes of Conduct for players, coaches and officials and supporters.

The Policy

Codes of Conduct for all areas of netball participation form the basis of this policy and are available from the Netball SA website. The Codes implemented by the club are:

- Player Code of Conduct
- Coaches Code of Conduct
- Official Code of Conduct
- Supporter Code of Conduct

Education

Codes of Conduct are available to all coaches, umpires and officials of the Club.

All players are to be provided with a copy of the Players Code of Conduct by each team coach and discussed prior to the commencement of the season.

Breach of Codes of Conduct

Resolution of any breaches of the Codes will follow the levels of action outlined below. If a breach of the Code of Conduct is lodged with Netball SA, Netball SA will investigate the issue. A representative from the Match Committee will oversee this process to ensure procedural fairness is observed for any Cheerio Eagles Club Member.

Minor Breach by Player

Examples of minor breaches include, but are not limited to poor language, talking back to the umpires, deliberate physicality and disruptive team behaviour.

These breaches will in most cases be identified by coaches or managers of the individual.

The following actions should be followed for minor breaches of the Code:

1. One on one discussion between the player involved and their coach, outlining the issue, explaining why the behaviour is unacceptable and requesting the player's response and explanation as to why the behaviour occurred.
2. If the breach occurs again the issue should be re-addressed with the player and the whole team should be involved in the discussion.

- Continued offences must be referred to the Match Committee and a discussion with the coach, players and parents is required to be held.

Major Breach by Player

Examples of major breaches include, but are not limited to a failure to address continued minor breaches, bringing disrepute to the club and causing a severe injury by deliberate poor play.

The following actions should be followed for major breaches of the Code:

- A meeting is to be held by the Match Committee and the cited person and parent (if under 18).
- Penalties can include a written warning and suspension from training and games for up to 3 weeks.
- If the breach occurs again the club may consider suspending the player from the club.
- It is essential that any criminal breach is referred to the police.

Minor Breach by Coach/Official

These breaches will in most cases be identified by other club officials.

The following actions should be followed for minor breaches of the Code:

- One on one discussion between the coach/official involved and the Match Committee, outlining the issue, explaining why the behaviour is unacceptable and requesting the players response and explanation as to why the behaviour occurred.
- If the breach occurs again the issue should be re-addressed with the coach/official and the Match Committee
- Continued offences must be referred to the Executive Committee and a discussion with the coach/official is required to be held.

Major Breach by Coach/Official

These breaches will in most cases be identified by other club officials.

The following actions should be followed for major breaches of the Code:

- A meeting is to be held by the Match Committee and the cited person and parent (if under 18).
- Penalties can include a written warning and suspension from training and games for up to 3 weeks.
- If the breach occurs again the club may consider suspending the Coach/Official from the club.
- It is essential that any criminal breach is referred to the police.

Minor Breach by Supporters

The following actions should be followed for major breaches of the Code:

- At the time of the incident Coaches should address any issues. Minor breaches are to be managed immediately and positively by the coach. The coach should be educational, non-confrontational and address the issue privately where possible.
- Should the issue not be resolved or the issue escalate immediately the advice of a senior club official should be sought to support management of the issue.

3. Where there has been no satisfactory resolution of the incident it should be referred to the Match Committee and a discussion with the cited party should occur.

Major Breach by Supporter

The following actions should be followed for major breaches of the Code:

1. A meeting is to be held by the Match Committee and the cited person and parent (if under 18).
2. Penalties can include a written warning and suspension from training and games for up to 3 weeks.
3. If the breach occurs again the club may consider suspending the Supporter from the club.
4. It is essential that any criminal breach is referred to the police (June 2010).

TEAM SELECTION POLICY

It is recognised that in part this policy duplicates the Match Committee policy. We aim to have the overlap of information reviewed by December 2010 (June 2010).

AIM OF POLICY

This policy aims to provide all Club members, coaches, officials and family members a clear understanding of the Cheerio Eagles Club Policy on Team Selections.

The policy covers:

- Trials
- Selection of Teams
- Grading

IMPLEMENTATION OF POLICY

Club Registration

All applicants must complete and submit to the Cheerio Eagles Netball Club, a registration form prior to the designated close off date.

Late application/selections

Late applications may be considered, however they will be at the discretion of the match committee. Players applying after the completion of selections will be placed on a waiting list and may be offered a placement should a vacancy arise.

Trials

Other than where exceptional circumstances exist, all players are required to attend all trials to be eligible for selection. Players unable to attend any of the trials must notify the club by providing advance notice. A panel of selectors using the club selection process will conduct trials.

Trials for League Teams

Selectors are identified by the Match Committee for each grade, and approved by the General Committee prior to trials, and where possible, selectors should be a mix of - people who know the players and others who are neutral. Where applicable, club girls trialling for a similar position in a particular grade or team, should be given preference over new players trialling for the club, providing they are of equivalent ability. A club girl is defined as one who has played at least one winter season for the club.

The initial squad selected is to be restricted to 22 players who are required to attend pre-season training. The squad must be finalised and cut down to 18 players no later than one week prior to senior trials. The 4 players that have been cut from the squad are required to attend senior trials to be selected in a team.

Selections for Winter Competition

Selectors are identified by the Match Committee for each grade, and approved by the General Committee prior to trials, and where possible, selectors should be a mix of - people who know the players and others who are neutral. Where applicable, club girls trialling for a similar position in a particular grade or team, should be given preference over new players trialling for the club, providing they are of equivalent ability. A club girl is defined as one who has played at least one winter season for the club.

A draft selection of the top two senior teams (normally A2 & B1) is to be submitted to the Convenor of the Match Committee by the selectors within 24 hours of the first trial. While this list can still be modified, the early selection of these teams allows for the selectors to attend equally to other candidate's trialling for senior teams.

Selection of all teams is to be finalised within 48 hours of the last trial, and submitted in writing to the Convenor of the Match Committee.

No single selector has jurisdiction over the other selectors. The exception to this is that the A2 coach is given selection priority for the A2 team, followed by the B1 coach who has selection priority for the B1 team. The selection of teams from B3 down is to be done as a consultative process amongst all selectors.

Notification to players of their selections is from A2 down. If players do not accept positions offered, the Match Committee will have the responsibility of reallocation of positions offered. Coaches are expected to notify players asap and report back to the Convenor that players have accepted the offer made by the club.

Players are selected based on their performance at trials, but also with consideration of their playing history, commitment to training, and the future needs of the club in mind, drawing on the combined knowledge that the club has of each player.

In a case where a player is known to the club, and is unable to attend trials after giving due notice, that player is eligible to be placed in the same grade as the previous season. In the case where a player does not turn up for trials and fails to give notice, the selectors consult the Convenor of the Match Committee for guidance.

In the case of an unresolvable dispute among the selectors regarding senior teams from B2 and lower, the matter is to be referred to the Match Committee who shall have ultimate jurisdiction over the matter. Once all players have been notified and accepted their place at the club, the Secretary shall forward to the treasurer a final list of players so that their financial status can be verified and invoices sent.

The same process, procedure and criteria should be followed for each junior division of the club.

Selections for Summer Competition

Selections for all teams competing in City Night Competition (Summer Netball) are undertaken by the Match Committee at a meeting convened by the Convenor. Trials are not necessary.

Team Composition

Each team will have between 8 and 10 players and comprise a suitable mix of defenders, mid-court players and shooters.

Netball SA Grading process

The Club submits applications to AMND for the grading of teams appropriate to the assessed ability of the structured teams following selections. This is based on player skill, potential, progress at training, and past performance. The club will always endeavour to secure grades where teams will be challenged and the players are therefore developed to maximize their future potential.

Regrading of Players

Any coach who believes they have a player in their team who has been incorrectly graded (either too high or too low) has the opportunity to report this to the convenor of the match committee. This can be from the commencement of pre-season training

but no later than immediately following the second game of the season. Members of the match committee will then take the opportunity to observe these players over the following two matches. From there, the match committee will make their assessments on the performance of these players and provide their recommendations to the coaches for the movement of players. Any player movement will be finalised immediately following the fourth match of the season. Any other player movement following this will be due to exceptional circumstances only and must be applied for through the convenor of the match committee.

CLUB VISION – DEVELOPING OUR TALENT

The Club is keen to develop teams at all levels and across all divisions. It is also keen to see our players selected for Talent Squads, Association, Region, State and National teams. There exists a very clear pathway for talented players, which the Club will encourage girls to follow.

The Club's junior teams will be selected on their netball skills, confirmed commitment, netball potential and netball physical suitability for netball. These teams require a substantial commitment from both the coach and the players and the club will seek to support and develop teams at all levels.

UNFINANCIAL PLAYERS

A player will be deemed "unfinancial" if fees have not been paid by the 4th game of the current season and will therefore be ineligible to play any further games until that commitment has been satisfied. The Club will always endeavour to support a player with the payment of fees providing the player/parent contacts the club treasurer with an acceptable financial plan.. Such arrangements will remain confidential between the executive and the player/parent.

CONCLUSION

The Club will always work with a girl to welcome and place her into a team on a case by case basis. It will, however no longer permit girls to play who cannot comply with the participation policy and who regularly impact the success of their team. This applies to both the game and to training commitments. (June 2010)

DUTY OF CARE POLICY

“The duty which rests upon an individual or organisation to ensure that all reasonable steps are taken to ensure the safety of any person involved in any activity for which that individual or organisation is responsible.”

Cheerio Eagles Club recognises it has a responsibility to provide a safe environment in which all members can enjoy and develop their game of netball. To this end various procedures, guidelines and paperwork have been and are being developed together with processes so that these procedures can be monitored and enhancements made as necessary and as the club develops.

The club has the following documents in place:

- Constitution: giving details of club management and organisation
- Equity Statement
- Member Protection Policy
- Codes of Conduct : details expected standards of behaviour from members and supporters
- Roles and Responsibilities
- Accident and Emergency Procedure
- Recruitment of Volunteers Procedure
- Player Registration Form - giving medical and contact details for all members and guardian consent details for junior members (June 2010)

SAFE PRACTICE POLICY.

The club environment pertains to anywhere that members of the club gather for the purpose of undertaking the business of the club; including - playing, training, trips away, and social events that are endorsed by the Committee of Management.

The club assents to a club environment in which all members and associates are safe; and discourages all forms of physical, psychological or sexual harassment.

Any breach of this rule is to be reported to the club executive, in writing, and the matter will be addressed by the executive within 6 days of receiving a written report. The executive will be responsible for forwarding any matters of legal or civil concern to the necessary authorities for further investigation.

The club encourages all coaches, volunteers and officials working with children under the age of 18 years to undertake a criminal history check. It is noted that a certificate of clearance remains the property of the person whose name appears on the certificate, but the club is to keep a data base of who holds a current police clearance and the expiry dates. (Feb. 2010)

PREGNANCY POLICY

The club assents to the Pregnancy Policy of Netball Australia, and encourages all members to be familiar with the policy (March 2010).

CHILD AND PROFESSIONAL STANDARDS OFFICER

The Committee of Management may, at its discretion, appoint a Child Protection and Professional Standards Officer, who will be a professional person educated in such matters, and who will be available to receive any written reports regarding any member of the club who is alleged to be responsible for misconduct, and who will in turn make any recommendations to the club executive and / or Committee of Management. (March 2010)

WEATHER POLICY

- Training is always on (Feb. 09). Coaches are advised to note any child that is unwell and to call for assistance from the sports trainer in the first aid room if concerned.
- Juniors will perform less strenuous exercise when the *actual* temperature is 37 degrees or higher, and activities will be modified to an appropriate level in extreme weather conditions (Feb. 09).

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Drink breaks are to be made available every 10 minutes during training sessions, when the temperature is 37 degrees or higher (Feb. 09).

The association may cancel games in accord with the Association's policy (NSA, AMND, CND).