

SHNA REPRESENTATIVE TEAMS POLICY

1. Management of Representative Teams

- a) The SHNA Representative Coordinator is responsible for the management and organisation of the Representative Program.
- b) The Southern Highlands Netball Association (SHNA) Representative Coordinator is to be appointed at the SHNA Annual General Meeting (AGM).

2. Appointment of Selectors, Coaches, Assistant Coaches and Managers

- a) SHNA will advertise all official positions on the SHNA website requesting nominations for the positions. Nominations for Representative Officials shall be submitted in writing to the Association secretary by the end of September or as advertised.
- b) Appointments will be approved by the SHNA Executive Committee, and promptly notified to Council, as follows:
 - i. Selectors: There will be a minimum of three selectors and a maximum of five.
 - ii. Selectors: At least one selector will not be a current member of SHNA.
 - iii. Selectors: Will be sourced by the Representative Coordinator and approved by the Executive Committee prior to the first Representative trials.
 - iv. Separate selection panels for separate age groups may be permitted if needed provided all eligibility criteria is met.
 - v. Coaches/Assistant Coaches: all nominations will be put to the Executive Committee for decision.
 - vi. Managers will be appointed following the selection of teams.
- c) The SHNA Executive Committee will appoint the positions to the most appropriate applicants.
- d) Allocation of coaches will be determined by the applicants coaching experience and qualifications.
- e) Where the Executive Committee is of the reasonable opinion that the applicants qualifications and/or experience and/or interpersonal skills do not match the needs of the team under consideration for appointment, the Executive Committee may choose to readvertise the position or to appoint a person who may not necessarily have applied for a position by the closing date.
- f) All applicants are to be officially notified in writing of their success or non-success by the Representative Coordinator.
- g) Representative Coaches, Assistant Coaches, Trainee Coaches and Managers must sign and return the respective Agreement document to SHNA Representative Coordinator before they can represent the Association. Any SHNA Representative party not adhering to their respective Agreement document or Netball NSW Codes of Conduct are to be referred to the Executive Committee to determine the appropriate course of action.
- h) All Representative Officials are to complete the Working with Children check as per Netball NSW guidelines.

3. Eligibility of Officials

- a) Selectors, Coaches and Managers qualifications and experience are to be taken into consideration before appointments are made.
- b) Selectors for the 12–17 year teams must not be involved in their official capacity with their own child's team.
- c) Selectors must declare any conflicts of interest and stand down if the integrity of the selection process is compromised.

- d) Selectors must agree to abide by and sign the Code of Conduct/Agreement in relation to their position.
- e) Representative Coaches will hold the required coaching accreditation for the Division of the team they are coaching.
- f) Development Team Coaches and all Assistant Coaches will hold the required coaching accreditation or be actively working towards it in the year that they will be coaching.
- g) All coaches, assistant coaches and trainee coaches must have passed the online theory umpire exam.

4. Eligibility of Players

- a) Representative players will be selected each year by the appointed SHNA Representative Selection Panel, into their appropriate age group.
- b) Junior players seeking selection must be a registered member of an affiliated club within the Southern Highlands Netball Association or registered directly with SHNA in the year of selection. Consideration will be given to any player not conforming to this criterion due to extenuating circumstances (i.e. injury, illness, new to the district). This decision will be made by the Executive Committee. This clause does not apply to players trialling for Senior State Titles.
- c) In the year of representing SHNA, all players must be a member of an affiliated club and play the Winter Season. Junior and Senior State Title team members are expected to play a minimum of 30% of eligible SHNA Winter Competition games prior to Junior or Senior State Titles (as applicable), and all players must play a minimum of 30% of eligible SHNA Winter Competition games after State Titles. Failure to meet this requirement will result in the player being ineligible for Rep Selection the following year. Wet weather or other extenuating circumstances may be taken into consideration. In this event the question of a players eligibility will be determined by the Executive Committee.
- d) Under exceptional circumstances a player or players may be sought from another Association due to the position/positions not being filled within SHNA, but only following approval from SHNA Executive Committee.
- e) Players may be considered for selection into a higher age group at the discretion of the Executive Committee.
- f) All players shall be bound by the player agreement signed by each player and co-signed by their parent/ guardian if the player is under 18 years of age.
- g) Where there is a minimum of five (5) players trying out for a particular age group and it is not possible or appropriate to draw from other age groups to make a team of at least nine (9), the Executive Committee may choose to invite the additional numbers necessary to make a team using players from other Associations. In such cases the players from the original nominations and selection process are not to be replaced by the invited player/players. All invited players and the final team composition must be approved by the Executive Committee. Players from out of area may be exempt from playing in the Southern Highlands winter competition but must commit to an agreed training attendance schedule.
- h) Applications received by players who move to the Southern Highlands after the selection process has been finalised may be considered for a position on a team if the number of players falls below 10. The Representative Coordinator, on the basis of a player's past experience and/or performance in club games, may invite the player to train with the team. If the player is deemed to be of a high enough standard the player may be considered to join the team. All final decisions on such matters and team composition must be passed by the SHNA Executive Committee.

5. Application of the Selection Policy and Process

- a) Consistent and conscious application of SHNA and Netball NSW Policies.
- b) Communication and clear explanation between all.
- c) Selection processes to be fair to all.
- d) Appointment of high quality and experienced selectors.
- e) All selections to be passed through SHNA Executive before announcement.
- f) Selectors may consult with past/present coaches for feedback on a player or players as necessary. A past or present coach must declare any conflict of interest when providing feedback.

6. Nominations for player selection

- a) Nomination forms will be available on the Associations official website.
- b) Applicants will be responsible for submitting completed official nomination forms to SHNA by post, email or to the SHNA clubhouse at Eridge Park Netball Courts marked for the attention of the Representative Coordinator before the cut off date as advertised.
- c) Junior nominees must be members of a club affiliated with the Association. All players under 18 years of age must have a signed parental consent to participate in all representative activities including representative trials.

7. Player's responsibilities in the selection process

- a) Players are to nominate two (2) positions. Players may be requested to trial other positions by the selectors in addition to the two positions if required.
- b) Players involved in selection trials must not wear any article of SHNA representative clothing.
- c) Players unable to attend selection for a legitimate reason will only be considered by the Selection Panel if an explanation is received in writing by the Representative Coordinator prior to the date of trials. A certificate from a health professional may be requested by the Representative Coordinator or Executive Committee.

8. Objectives and principles of SHNA Representative Selection Panel

- a) Ensure that selection process is carried out with integrity, fairness and non-bias.
- b) Ensure that all players trialling are given equal court time and opportunity to demonstrate their playing ability.
- c) To identify the best athletes in their relative age groups to represent SHNA at Junior and Senior State Titles.
- d) To select a minimum of 9 and maximum of 12 players for each team; or selectors may choose instead to form a squad of any size with a view to the final selection decision made by the Coaches and Rep Coordinator of the State Titles team by 1st March the following year (the year of competition). New players may be invited to trial with a squad at any time prior to final selection. Final Selections in this case will be made by 1st March in the year of the competition.
- e) To identify athletes with the ability, after specialist coaching and match practice, to make it to State Titles. These players may be selected as reserves and/or invited to train with the representative team to ensure depth of talent within SHNA and develop short and long term plans for future development.
- f) Reserve Selectors shall assume the role of a Selector should a member of the selection panel be unavailable for a phase of the selection process.
- g) Should it be deemed that a member of the Selection Panel has a conflict of interest in any area of the selection process, the selector is required to step down from that process and be replaced by the Reserve Selector.

- h) A list from the selection panel detailing all selected squads/teams must be submitted to the SHNA Executive Committee and Team Coach by the Representative Coordinator for ratification before announcement.
- i) Notification of selection results: Senior State Titles and Junior State Titles teams for all age groups will be posted on the SHNA website once ratified by the Executive no later than one week following Executive meeting. The SHNA Representative Coordinator will then send each successful player a congratulations/ information/ Agreement letter.

9. Player acceptance of their representative position

- a) All chosen players will receive an email informing the player that they have been selected and an Agreement which needs to be signed and returned to the Association by the date stipulated in the letter.
- b) Players are to pay-a deposit (the amount of which will be determined annually by the Executive Committee) when they accept their position by the date stipulated in the letter. This deposit is non-refundable if a player stands down from the position on the team.
- c) Players must be registered with an Affiliated Club or as a representative player prior to the commencement of the training season.
- d) Medical forms are to be completed and returned to the Team Manager prior to the commencement of the training season.
- e) Players must agree to attend all carnivals and training sessions as stipulated by the Team Coach.
- f) Players must immediately report any condition to the Team Coach and/or Manager which may affect their ability to play.

10. Replacement of selected athletes

- a) Grounds for Replacement
 - i. Injury or illness which will limit or prevent a player from participating.
 - ii. Breach of Discipline: All players must adhere to the NNSW Code of Behaviour, and the Association Representative Player Agreement. Any Player who contravenes the Code of Behaviour and/or Player Agreement may be dismissed from Representative commitments. A player so dismissed retains the right of appeal but must do so in writing to the Executive Committee within 3 calendar days of the receipt of the written notification of dismissal. It is the responsibility of the Team Coach to ensure that the correct protocol is followed when investigating/determining a breach of discipline and should include consultations with the player, player's parent/care giver and any other members as appropriate and giving due consideration to all matters before recommending any disciplinary action. Disciplinary action will be recommended by the Team Coach and the Representative Coordinator to the SHNA Executive Committee (and MPO if available) who will make the final decision on any disciplinary action required.
 - iii. Player withdrawing after selection: Any player withdrawing from the team must do so in writing, advising the reason to the SHNA Executive Committee. Any player withdrawing from a representative team after final selection, without a reason acceptable to the Executive Committee, may not be considered for selection in the following year and forfeits all deposits made to SHNA. An invoice will be given to the player which must be paid to cover any costs above the deposit amount.

- b) Replacement process
 - i. If a team drops below ten players, the Representative Coordinator, after discussion with the Executive Committee, has the option of recalling reserves or suitable players from the original nominations for the team.
 - ii. If there are no further suitable players, replacements may be selected by invitation through the Representative Coordinator, as per Representative Teams Policy, Section 4, Eligibility of Players. Final selection of all players must be passed through the SHNA Executive Committee.

11. Disbanding teams

- a) Representative teams are to be disbanded after the completion of State Titles unless specially called upon.

12. Uniforms

- a) The Associations playing uniform shall be ratified by Council on the recommendation of the Executive Committee.
- b) The SHNA uniform dresses are to remain the property of SHNA.
- c) Dresses are distributed on loan by the Representative Coordinator following completion of the selections and player agreements have been received. All dresses are to be returned to the Team Manager following completion of the championships.
- d) If the representative dress is damaged during games/training the player is not liable. If the dress is damaged or lost not in the course of games/trainings, the player may be responsible for the replacement cost.

13. Equipment

- a) SHNA is to purchase all representative dresses and team equipment.
- b) Each team is to be supplied with training balls, game ball, kit bag and first aid kit for use at representative trainings, carnivals and State Titles.
- c) Each team will be supplied with a tent for use at carnivals and events.
- d) All players, parents and officials are responsible for the care and return of all SHNA property.

14. Finance

- a) Each player is responsible to cover the costs associated with their participation in the Representative team.
- b) All players will be issued with an invoice before State Titles which must be paid before participation in the event.
- c) SHNA will contribute \$100 towards covering each player's costs. This contribution is forfeited and will not be paid/must be refunded if a player's duties are not covered by the date stipulated by the Representative Coordinator. (As per Section 16)
- d) If a player's family is under financial difficulties, the player's family are asked to discuss this with the Representative Coordinator as soon as the issue is identified. When appropriate, periodical payments can be arranged.
- e) Teams are encouraged to fundraise to help cover team costs. All fundraising activities must be appropriate, reflect the values of SHNA and be divided evenly between the teams involved or as stated by the SHNA Executive Committee. Teams must first discuss all fundraising plans with the Representative Coordinator before they are commenced. The Representative Coordinator will seek advice from the Executive Committee if required.

- f) SHNA will cover the costs of accommodation for Representative Coaches, Managers and Assistant Coaches while attending Senior State Titles and Junior State Titles in their official capacity. Any costs for Trainee Coaches' accommodation to attend State Titles must be requested to the Executive Committee prior to State Titles for consideration and approval.
- g) SHNA may consider contributing to the cost of an Executive Committee member attending State Titles if there are no other Executive Committee attending under other roles. Council must approve this expenditure.

15. Player and official registrations

- a) All officials must be registered with Netball NSW through SHNA.
- b) All junior representative players must be registered with a club affiliated with the Association in the year that they are representing SHNA.

16. Representative duties

- a) Each representative player and their parent/guardian will be rostered on for BBQ duty.
- b) Each Player will be rostered to umpire one club game free of charge.
- c) All players must attempt and pass the online umpiring exam.

17. Representative umpires

- a) Umpires with National Level C or above qualification are eligible for selection to represent SHNA at carnivals and State Titles where SHNA teams are participating.
- b) Umpires are to be paid in accordance with the rate stipulated by the SHNA Executive Committee.

18. Reserve player/s

- a) A reserve player must play in a development team if there is one available for their age group.
- b) In instances, where suitably skilled players have trialled, a reserve player may be selected by the selectors as the 11th player.
- c) Reserve players should attend training sessions with the Representative team. The player may attend carnivals at the discretion of the coach but should not have more court time than any player selected in the Representative team.
- d) Where a player selected in the Representative team is to be replaced under Clause 10.1, the reserve player may be asked to fill the vacancy subject to clause 10.2.
- e) Where the coach believes that a reserve player has demonstrated commitment through attendance at training and carnivals and growth within the team, the coach may seek approval from the Executive to allow the reserve to attend State Titles. Should approval be granted, the reserve player should not have more game time than any other player selected in the representative team.

19. Development Teams

- a) Where there are large numbers of players trialling for a team, a development team may be created.
- b) A development team must have a Team Coach appointed before a development team is formed. A Team Manager must be appointed either prior to or promptly after a development team is formed.
- c) A development team will not be formed with less than 9 players
- d) Development team members may incur costs associated with uniforms and tournaments.