

QUAKERS HILL NETBALL CLUB

INCORPORATED



ANNEXURE C PLAYER, TEAMS & TEAM OFFICIALS BY-LAWS

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QUAKERS HILL NETBALL CLUB INC
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ANNEXURE C

PLAYER, TEAM & TEAM OFFICIALS BY-LAWS

1. OFFICIAL PARTIES

(i) **THE COACH**

All appointed Coaches shall:

- a) i) be the holder of, as a minimum, a current Level 0 Coaching Certificate. Nominees that have not attended a previous level O certificate shall not be accepted unless there are no other nominations for that team and the nominee agrees to attend in the current season.

All "A" Grade nominees are to hold a current level 1 National Coaching Accreditation or undertake to complete in the current season.

- ii) be over the age of 18 or have a minimum of Two (2) years experience at coaching netball teams. The minimum age for the position of "Coach" is 16 or turning 16 in the year of appointment.

- iii) have a current pass in the All Australia Umpires Theoretical Examination Section I;

- iv) be the holder of a current Sports Medicine Awareness Certificate/or equivalent;

- v) be an Ordinary Member of Netball NSW;

- vi) be a current registered financial member of Quakers Hill Netball club.

- vii) sign a Coaching Agreement; and

- viii) satisfy a working with children check.

- b) organise training periods necessary for the development of the players.
- c) arrange training at the Quakers Hill Park courts, where possible and advise the Coaching Co-Ordinator of any change in training sessions.
- d) report to the Coaching Coordinator any player who does not attend training for any reason, or who does not give a maximum effort.
- e) co-operate with any other person appointed by the Coaching Coordinator and ratified by Council to assist with coaching duties

- f) submit a detailed written report to reach the Coaching Coordinator within twenty eight (28) days of the completion of the competition.
- g) report to the Coaching Coordinator immediately information is received of any condition which will affect a player's performance.
- h) declare support, in principle, of players receiving equal opportunity of competition games.
- i) ensure that all players receive equitable training development.
- j) agree to abide by the QHNC Constitution, By-laws and Standing Orders and The Competition Rules of The Blacktown City Netball Association.
- k) agree to abide by the Blacktown City Netball Association Constitution, By-laws and Standing Orders and the Coaches Code of Conduct.
- l) actively participate in the Club Coaching and Mentoring program for the year.
- m) meet with the Coaching Coordinator , where possible, at least three (3) times during the season.
- n) submit for return all Team property provided during the season.
- o) comply with any other reasonable request as directed by Council from time to time
- p) attend the Annual Presentation to be held in Sept/Oct.
- q) forfeit their position for any breach of the QHNC Constitution, By-laws, Standing Orders or Club Coaching Agreement.

(ii) THE ASSISTANT COACH

All appointed Assistant Coaches shall:

- a) be the holder of, as a minimum, a current Level 0 Coaching Certificate or working towards in the current season.
- b) be able to carry out tasks as set down by the coach of the team without supervision.
- c) be amendable to the philosophies of the coach and the program and be committed to the same goals.
- d) attend all training sessions as set down by the coach.
- e) Assist and contribute to the Team report submitted by the Coach.
- f) assume the role of coach for the team in the event of the coach having to withdraw/resign from the position with the approval only of the Appointments Panel.
- g) submit for return all Team property provided during the season.
- h) attend the Annual Presentation to be held in Sept/Oct.
- i) forfeit their position for any breach of the QHNC Constitution, By-laws, Standing Orders or Club Coaching Agreement.
- j) satisfy the working with children check;
- k) be a current registered financial member of Quakers Hill Netball club.
- l) sign a Coaching Agreement.

(iii) THE APPRENTICE COACH

All appointed Apprentice Coaches shall:

- a) be the holder of, as a minimum, a current Level 0 Coaching Certificate or working towards in the current season.
- b) be able to carry out tasks as set down by the coach of the team without supervision.
- m) be amendable to the philosophies of the coach and the program and be committed to the same goals.
- n) attend all training sessions as set down by the coach.
- o) Assist and contribute to the Team report submitted by the Coach.
- p) submit for return all Team property provided during the season.
- q) attend the Annual Presentation to be held in Sept/Oct.
- r) forfeit their position for any breach of the QHNC Constitution, By-laws, Standing Orders or Club Coaching Agreement.
- s) satisfy the working with children check;
- t) be a current registered financial member of Quakers Hill Netball club.
- u) sign a Coaching Agreement.

(iv) THE MANAGER

An appointed Manager shall:

- a)
 - i) be the holder of a current Sports Medicine Awareness Certificate/or equivalent or working towards in the current season.
 - ii) satisfy the working with children check;
 - iii) be a current registered financial member of Quakers Hill Netball club.
 - vi) sign a Managers application.
- b) be amendable to the philosophies of the coach and the program and be committed to the same goals.
- c) Attend training sessions and games as scheduled & contact players to advise details as required.
- d) Maintain players contact details and update team Coach & Club Secretary with any changes that occur during the season.
- e) Attend monthly club meetings (1st Friday, Feb-Nov) or arrange a team delegate in your absence and communicate information received to players as required.
- f) Co-ordinate team fundraising & maintain team records for club officials.
- g) Co-ordinate team BCNA duty volunteer roster.
- h) Assist team Coach in administering first aid to players and ensure first aid supplies are available as required.
- i) Complete team signature sheet for submission to appropriate club registrar & maintain a team copy.
- j) Arrange weekly sign on of players for BCNA score sheets at games.
N.B Players must sign on each week in the same order as the official copy.
- k) Complete weekly BCNA score sheet at games in joint with the opposition team Manager. Once the game has commenced it must remain in view of both team managers. If you do not remain in view of the score sheet for the entire length of the game you forfeit your teams rights in the event of any dispute with the final score.
- l) Arrange borrowed players as required adhering to the BCNA borrowed player table and BCNA by-laws. Advise appropriate club registrar of any borrowings.

- m) Arrange weekly team report for newsletter and player of the week awards.
- n) Liaise with players, families & team Coaches to provide clear communication & an avenue to resolve any team grievances that may arise.
- o) Organise team events, carnival entries & team presentation requirements.
- p) Assist team Coach with duties as required.
- q) Check players names & details are correct as distributed by club team lists and submit any corrections to the Club Secretary prior to the end of season for team presentation records.
- r) Identify club executives and maintain regular contact for team requirements.
- s) Attain knowledge of BCNA by-laws pertaining to team requirements and update team regularly.

2. NOMINATION OF TEAM OFFICIALS

- a) Individuals may nominate for the position of Coach, Assistant Coach, Apprentice Coach or Manager and shall be required to complete a nomination experience and qualification form and at the time of nomination shall provide written consent to their willingness to accept the range of responsibilities imposed on the position of Coach/Manager.
- b) Nominees must satisfy the criteria set out in Part 1 Official Parties.
- c) In the event that a nominee is applying for a Coaching Position and they have not held a Coaching position with QHNC in the previous year or they are new to the district, in addition to the criteria set out in Part 1 Official Parties they must:
 - 1) Provide two (2) referees;
 - 2) Prepare and complete a practical coaching session or training period if requested by the Appointments Panel.
- d) Nominees may be required to attend an interview with the Appointments Panel as determined by the Appointments Panel.
- e) Nominations must be signed by the nominee.
- f) Nominations shall be lodged with the Club Secretary on the closing date fixed for appointments.
- g) Election of nominees to these positions will be carried out by the Appointments Panel within one month of the close of Nominations and the Appointments Panel shall advise the Executive and Council of the Appointments to Coach and Manager positions.
- h) The Coach/Manager shall take up their duties and responsibilities immediately upon appointment.

3. CONDITIONS OF PLAYERS MEMBERSHIP

i) A PLAYER shall:

- a) sign the appropriate players registration form drawn up by the Club agreeing to the conditions of membership.
- b) obtain the written consent of parents or guardian if under eighteen (18) years of age.
- c) undergo a medical examination, if required, with a doctor or physiotherapist approved by the Club, at the expense of the Player/Parent.
- d) carry out training set by the coach and attend coaching sessions approved by the Club.
- e) pay by the date set down any expenses as decided by the Club.
- f) give active service to the Club for a minimum of one season. Such service may be as a player, coach, umpire or official, at the discretion of the player and the Club. Having given a season's service the player is then free of further obligation to that Club. In special circumstances, a player may apply for a transfer.
- g) immediately she is aware of any condition, which may affect her play, report the condition to the Manager or Coach.
- h) be subject to replacement for:
 - 1) failure to comply with instructions given by the Manager.
 - 2) failure to follow instructions of the Coach in respect of training and fitness.
 - 3) any player carrying an injury
 - 4) any other reason, which the Club may decide, is in the best interests of the player or team.
 - 5) a breach of the Players Code of Conduct.
- i) wear the registered uniform.

4. REPRESENTATIVE PLAYER NOMINATIONS

i) A NOMINATED PLAYER shall:

- a) sign the appropriate players registration form drawn up by the Club agreeing to the conditions of membership for the following season.
(attachment 1)
- b) sign and agree to the player/club undertaking form for the following season.
(attachment 2)
- c) complete in full the Association Player selection Application forms and return to the Club Secretary for endorsement and submission.
- d) provide payment for the non-refundable Association nomination fee as set.
- e) provide payment for the non-refundable Club registration fee as set and deducted from the players registration fees due for the following season.
- f) fulfill all regular club commitments, failure to meet these commitments may lead to the club not supporting future nominations.
- g) represent the club with good sportsmanship, manner and a positive club image displayed at all times, failure may lead to withdrawal of nominations and/or disciplinary action.
- h) adhere to all Association representative by-laws, policies and codes of conduct, failure may lead to withdrawal of nominations and/or disciplinary action.

5. Attachment 1 – QHNC Player Registration Form.

Club Registration Number _____
Service Years _____



FEES
DAY COMP
NIGHT COMP

QUAKERS HILL NETBALL CLUB

ABN: 80 023 660 770

PLAYERS REGISTRATION FORM

NAME: _____

ADDRESS: _____ POSTCODE _____

CONTACT NUMBERS: (H) _____ (W) _____ (M) _____

EMAIL ADDRESS: _____ OCCUPATION/SCHOOL: _____

D.O.B. _____ AGE THIS YEAR: _____ PROOF: B.CERT P.PORT LICENSE

PLAYING HISTORY

Club lasted played for: _____ Association last played for: _____

Grade last played (day comp): _____ Place in competition: _____

Grade last played (night comp): _____ Place in competition: _____

Please list three playing positions (e.g. WA): 1ST _____ 2ND _____ 3RD _____
(Please note - Club grading is compulsory for all players.)

Please list any days you are not available for training _____

Please list any planned absences for this season _____

MEDICAL HISTORY

Do you have any special medical needs? YES NO

If yes please state: _____

Is medication required? YES NO

(If so a parent or guardian must attend all games and training).

I GIVE CONSENT FOR MYSELF/CHILD (if under 18) _____ (players name)
TO BE GIVEN ANY MEDICAL ATTENTION THAT MAY BE REQUIRED.

SIGNATURE (parent/guardian if under 18)

CLUB DUTIES & BY-LAWS

All players/parents are required to perform club duties each season (i.e. canteen, clean up, fundraising etc).

- I agree to perform required volunteer duties.
- I am aware of the club By-laws available on the website; www.isport.com.au/netball/blackt and agree to abide by them.

REGISTRATION FEES

I am aware that any registration fees paid are non-refundable after a BCNA representative nomination is submitted or QHNC teams are graded or registered with BCNA.

In accordance with BCNA By-Laws withdrawal of a player from any team after BCNA registrations will require registration fee in full, failing this that player shall be deemed un-financial with B.C.N.A and unable to play in the B.C.N.A or NSW competitions whilst un-financial.

Registration fees are to be paid in full by commencement of competition.

I FULLY UNDERSTAND AND AGREEE TO ALL OF THE ABOVE

PLAYER/PARENT SIGNATURE

QUAKERS HILL NETBALL CLUB VOLUNTEERS REQUIRED

As a volunteer based non-profit sporting organisation our ability to function as a club and maintain our members requirements relies completely on our volunteers.
If you or any of your family members are able to volunteer your services please indicate in the areas below.

- Team Coach Team Manager Umpire
- Club Committees General Volunteer

NAME: **PHONE:** **MOBILE:** **EMAIL:**

CLUB USE ONLY

- NSW REGISTRATION FORM UMPIRING DETAILS (12yrs & over)

PAYMENT RECORD

DATE	RECEIPT #	AMOUNT	BALANCE DUE	TREASURER

6. Attachment 2 – Players / Club undertaking agreement.

QUAKERS HILL NETBALL CLUB REPRESENTATIVE PLAYER NOMINATION AGREEMENT

Players undertaking

I _____ (players name)
Agree to the following conditions for Quakers Hill Netball Club's endorsement
of my nomination for BCNA representative trials.

I agree as required to obligate my commitment and undertake registration with Quakers Hill Netball club at the same time, as my nomination is applicable.

I understand this confirms my intent for club registration for the following season.

I agree to the set nomination fee of \$50.00 payable to Quakers Hill Netball Club. This fee is non-refundable and is partly deductible from the player's registration fee due for the following season.

I agree to abide by all club governing by-laws and represent my club as an ambassador in the highest regard with personal conduct and behaviour.

I agree to honor my full club commitments as required including training sessions, games, club carnivals and any other team requirements as set by team officials.

I agree and understand that my club commitment required shall not be forfeited for conflicting additional representative undertakings.

I understand and agree that should I fail to fulfill the obligations of this agreement at any time, my nomination and the clubs endorsement thereof may be withdrawn for this and further nominations. Dishonored commitments shall be forwarded in writing to the BCNA executive for consideration.

(Players signature)

(Parents signature if under 18)

(Date)

Club Undertaking

Quakers Hill Netball Club agrees to the following club obligations in support of the nomination of the above mentioned club member in her undertaking as stated.

QHNC are satisfied with the undertaking of this member and agree to endorse this nomination on the BCNA player's agreement.

QHNC agree to represent this nominee as a member if required throughout the BCNA representative season.

QHNC will endeavor without obligation, to support selected representative players with expenses if financial circumstances allow.

QHNC state their intent to register this nominee for the following season with BCNA as agreed with the player's contribution of \$50.00 payment. An amount of \$40.00 will be deducted from club registration due for 2006 and \$10.00 will be submitted to BCNA for the players application fee.

QHNC agree to consideration in writing of arising circumstances that prevent this member from meeting these obligations as undertaken and relieving thereof.

QHNC will endeavor to coordinate representative and club commitments to avoid conflict thereof.

(Club Secretaries signature)

(Name)

(Date)