



**NORTHERN GOLD COAST NETBALL  
ASSOCIATION INC**

**BY-LAWS**

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## BY-LAWS

### 1. DUTIES OF OFFICERS

- (1) President shall –
  - (a) Preside at all meetings of the Association and conduct meetings in accordance with the rules of the Association;
  - (b) Attend all Netball Queensland Meetings;
  - (c) Represent the Association whenever possible;
  - (d) Provide leadership;
  - (e) Provide direction to the Management Committee Members in the execution of their duties;
  - (f) Provide direction re facilities and the general running of the Association;
  - (g) Present a report at the Annual General Meeting on Association activities and achievements for the past year and events and projects planned for the following year;
  - (h) Attend Association fixtures as per NGCNA Management Committee duty roster.
  
- (2) Vice President shall–
  - (a) Attend all meetings of the Association and, in the absence of the President, preside over meetings or represent the Association as may be directed;
  - (b) Attend all Netball Queensland Meetings, in the absence of the President;
  - (c) Support the President in running of the Association and perform any such other duties as may be directed;
  - (d) Attend Association fixtures as per NGCNA Management Committee duty roster.
  
- (3) Secretary shall –
  - (a) Attend all meetings of the Association and carry out all directions at such meetings;
  - (b) Issue all notices of meetings in accordance with the Constitution and By-Laws;
  - (c) Keep the books containing the Minutes of records or proceedings of all meetings of the Association and its Committees/Sub-Committees and produce them as required;
  - (d) Conduct the correspondence of the Association and keep in proper files all Association records and reports of Committees/Sub-Committees officers, delegates and officials;
  - (e) Keep a record of names and address of Secretaries of all affiliated clubs of the Association;
  - (f) Keep a record of all Life Members and register of all members;
  - (g) Receive and place before the Management Committee all applications for membership;
  - (h) Keep a written record of By-Laws of the Association and alterations thereto including the date on which alterations came into force and advise members of alterations thereto;
  - (i) Keep a register of colours and uniforms of affiliated clubs;
  - (j) Prepare a report for presentation to the Annual General Meeting;
  - (k) Carry out all such duties as may be required under the Constitution or By-Laws or as directed by the Management Committee;
  - (e) Attend Association fixtures as per NGCNA Management Committee duty roster.
  
- (4) Treasurer shall -
  - (a) Keep all books and accounts of the Association and prepare a statement of expenditure for presentation to each Management Committee Meeting and each General Meeting;
  - (b) Receive all monies and issue receipts/invoices for all payments. On receiving money, payments will be documented and reconciled;
  - (c) Ensure all cheque are co-signed by two approved signatories. When paying accounts a copy of the invoice to be paid is to accompany the cheque for reference for signatories;
  - (d) Present all accounts incurred to the Association to be passed for payment by the Management. In matters of urgent necessity, payment may be made but must be ratified at the next Management Meeting;
  - (e) Prepare a Balance Sheet for the inspection and signature of Auditors and present the same at the Annual General Meeting;
  - (f) Perform such other duties as the Management Committee may direct;
  - (g) Attend Association fixtures as per NGCNA Management Committee duty roster.

**Duties of Officers, continued...**

- (5) Competitions Convenor shall –
- (a) Attend all meetings of the Association;
  - (b) Keep records of past and present registered players of teams playing in the Association competitions. After each game the registrar shall be responsible for verifying that the signatures of each player on the score sheet corresponds with that on the team registration sheet;
  - (c) Be responsible for keeping a record of all competition match results and issue regular progress reports;
  - (d) Act as Convenor of Grading and Fixtures;
  - (e) Allocate scoresheets for all fixture matches and keep in proper order all scoresheets for fixture matches conducted by the Association;
  - (f) Note players playing in a higher grade at the completion of each round of fixtures and ensure the records for each team are amended after the game;
  - (g) To record goals for and goals against and annual team average;
  - (h) Keeps all members particulars confidential;
  - (i) Make available information and perform such other duties as the Management Committee may direct.
- (6) Umpire Convenor shall-
- (a) Attend all meetings of the Association;
  - (b) Be an A.A.N.A/Q.N.A Badged Umpire where possible;
  - (c) Stimulate interest in coaching umpires;
  - (d) Provide as far as possible for the adequate umpiring of matches;
  - (e) Arrange for the development and practical examination of umpires in accordance with A.A.N.A;
  - (f) Report and record all alterations and interpretations as given by the A.A.N.A;
  - (g) Deal with all umpiring interpretations and business that may arise in the Association;
  - (h) Prepare the umpires roster for all games;
  - (i) Foster the growth and raise the standard of umpires;
  - (j) Perform any such other duties as the Management Committee may direct;
  - (h) Attend Association fixtures as per NGCNA Management Committee duty roster.
- (7) Coaching Convenor shall –
- (a) Attend all meetings of the Association;
  - (b) Be an accredited Development level coach where possible;
  - (c) Assist clubs and coaches whenever possible with coaching advice;
  - (d) Oversee Representative Team trials and play selection;
  - (e) Select and appoint Representative Coaches
  - (f) Advise management on coaching requirements for representative teams/squads;
  - (g) Coordinate representative team coaching;
  - (h) Shall organise and coordinate all Representative Team equipment;
  - (i) Keep record of accredited Coaches within the Association;
  - (j) Perform any such other duties as may be directed;
  - (i) Attend Association fixtures as per NGCNA Management Committee duty roster
- (8) Representative Coordinator shall –
- (a) Attend all meetings of the Association;
  - (b) Organise and coordinate all representatives to include:
    - (i) Travel arrangements and accommodation;
    - (ii) All uniforms;
    - (iii) Training session and times (in coordination with the Coaching Convenor)
    - (iv) Liaison between coach/player and Management Committee;
    - (v) Shall organise and coordinate all Representative Players uniform distribution;
    - (vi) Coordinate and record all NGCNA equipment;
    - (vii) Oversee Representative Team trials and player selection

**Duties of Officers, continued...**

- (c) Keep all player details as received confidential;
  - (d) Where possible attend all State Competitions (Challenge, State Age and Sunshine Championships) as convened by Netball Queensland;
  - (e) Make available information and perform such duties as the Management Committee may direct;
  - (f) Attend Association fixtures as per NGCNA Management Committee duty roster
- (9) PR/Sponsorship Coordinator shall-
- (a) Attend all meetings of the Association
  - (b) Seek new sponsorship opportunities
  - (c) Service existing sponsors
  - (d) Develop relationship with local communities businesses
  - (e) Update and monitor NGCNA website and social media sites
  - (f) Develop relationship with media within the area
  - (g) Create and distribute NGCNA newsletter
  - (h) Promote the Association within the community
  - (i) Attend Association fixtures as per NGCNA Management Committee duty roster
  - (j) Investigate grant opportunities and control applications

- (10) Other positions of the Association shall consist of:-

Administration Officer, who shall act in accordance with set position description as directed and set by the Management Committee from time to time, and is also appointed and paid by the Association. This position is a non-voting paid position. The amount to be fixed by the Management Committee;

Administration Officer shall -

- (a) Attend all meetings of the Association;
- (b) Be responsible for player registrations entry into Netball Queensland's National Database (NMAS);
- (c) Attend to the clerical work of the Association;
- (d) Make available information and perform such duties as the Management Committee may direct.

**2. SUB-COMMITTEES**

All sub-committees shall form and operate according to clauses 2.1 through to Clause 2.6 as listed below.

- (1) The Management Committee may appoint the following Sub-Committees from time to time as required;
- (a) Umpire Sub-Committee
  - (b) Fixtures Sub-Committee
  - (c) Grading Sub-Committee
  - (d) Night Fixtures Sub-Committee
  - (e) Coaching Sub-Committee
  - (f) Representative Sub-Committee

Duties performed by the applicable Sub-committees will be as the Management Committee may direct and in line with specific Sub-Committee position descriptions.

- (2) The Management shall have the power to appoint Sub-Committees for the management of such affairs as are necessary;
- (3) All members of Sub-committee shall be either financial members of an affiliated club, serving members of the current Management Committee or independent financial members of the Association.
- (4) The Management Committee shall appoint a convenor for all Sub-committee's;
- (5) The convenor shall arrange and preside over meetings of the Sub-Committee and shall forward copies of the Minutes, Reports and Recommendations to the Association Secretary within seven (7) days of the meeting or within forty-eight (48) hours prior to any General Meeting, whichever is sooner, for the approval by the Management and or the General Meeting. The Convenor is to notify the Association Secretary prior to conducting meetings;
- (6) At any meeting of any Sub-Committee a quorum shall comprise of at least half plus one (1) of the members entitled to attend.

### 3. REPRESENTATIVE TEAMS

- (1) When appropriate, the Association will compete in events conducted by Netball Queensland;
- (2) All financial registered players of the Association shall be eligible for selection to play in teams representing the Association;
- (3) The Management Committee to set Representative Team trial dates and advise eligible players and Clubs at least fourteen (14) days' notice;
- (4) Qualification for selection in a NGCNA Representative team shall be –
  - (a) Players must complete the Association application form setting the conditions of selection and in signing the application form shall have accepted the nomination conditions shown thereon; and
  - (b) Players must submit their nomination form and required non refundable nomination fee payment to the Association Representative Coordinator by the specified nomination closing date;
  - (c) As required be able to attend the State event in whatever centre it may be staged as well as any other carnivals the Association may nominate;
  - (d) As required be available to attend set training dates and times;
  - (e) Junior players must only nominate for their correct age group.
  - (f) Players shall be ineligible for selection into NGCNA Representative Teams if they have already been selected at another Association. These players will be automatically be dropped from NGCNA Squads;
  - (g) Any player who has an outstanding debt from a previous season will be ineligible to nominate for representative selection until the original debt has been cleared.
  - (h) A player shall be ineligible to nominate to trial for a period of two (2) years if they have breached NGCNA's code of conduct and received notice of breach in writing.
- (5) Team Selection
  - (a) All nominees must attend all specified trials; exception to the rule being that a player has moved into the area or played outside the region and/or being injured at date of trial and can supply a medical certificate;
  - (b) The Management Committee has the power to call any additional trials as required;
  - (c) The Management Committee shall approve all team selections and has the power to alter any selection decisions at any time.
  - (d) Upon selection all Representative players shall have accepted the conditions and requirements as set down in the Representative Booklet, failure to abide by the specified Codes of Behaviour may result in a player/parent being removed from the representative team immediately;
  - (e) The player must agree to pay all costs as set by NGCNA in relation to participation in any NGCNA Representative Team which includes any fees, travel costs, accommodation and uniform costs by the specified due date as set by the Management Committee.
  - (f) Any player withdrawing from a Representative team after final selection, without valid or reasonable cause presented to the Management Committee, will be ineligible to trial for an NGCNA team for a period of 2 years. The reason for withdrawal must be disclosed and include, where appropriate, relevant documentary evidence. Where a selected player withdraws after selections the non-refundable nomination fee is forfeit.
- (6) Uniforms
  - (a) All players in NGCNA Representative and Premier League Teams shall wear the uniform of the Association;
 

Compulsory NGCNA Team Uniforms shall consist of :-

    - (i) NGCNA Players Dress and Bumpers
    - (ii) NGCNA Socks
    - (iii) NGCNA Players Polo Shirt
    - (iv) NGCNA Tracksuit
    - (v) Appropriate Footwear
  - (b) This uniform shall be registered with Netball Queensland and shall not be worn by any other teams affiliated with the Association;
  - (c) Coaches, Managers and Umpires representing the Association must wear correct uniform;
  - (d) The NGCNA uniform is to be worn by teams and officials selected by the Association and may be determined from time to time by sponsorship and/or trends;
  - (e) No body piercings of any kind allowed in any competition.

**Representative Teams, continued...**

- (7) Representative Officials
  - (a) Nominations for Representative Team Coach and/or Manager shall be given to the Association Secretary by the specified closing date set the Management Committee;
  - (b) The Management Committee shall select and appoint all Representative Team Officials and has the power to alter any selection decisions;
  - (c) Upon appointment, the Coach and/or the Manager shall take up duties immediately and liaise with the Coaching Convenor/Rep Coordinator in regards to duties. The Association shall be responsible for the payment of all travelling and accommodation expenses for State Events;
  - (d) Upon selection all Coach's/Manager's shall have accepted the conditions and requirements as set down in the Representative Booklet;
  - (e) Umpires participating in Netball Queensland State Events must hold a minimum "C" badge and will be appointed by the Umpire Convenor;
  - (f) Keep all players details as received confidential;
  - (g) Duties shall be set out from time to time;
  
- (8) Committee Representation at State Events/Competitions
  - (a) The NGCNA Representative Coordinator and/or Association Management Committee/Sub Committee member shall attend all State Events/Competitions by Netball Queensland;
  - (b) The Association will bear the costs to send said Association representation to such events; costs may include Travel, Accommodation and Meals;
  
- (9) Upon selection all Representative players shall be under the jurisdiction of the Rep Coordinator, Coach, Manager and Association Management Committee for the duration of all State events;
  
- (10) No player or official shall book any expenses to the Association without written consent from the Management Committee;
  
- (11) The Representative Coordinator may replace at any time any selected player or players who fail to fulfil their obligations or any player or players who become unfit to contest. The Manager or Coach may report any such player or players to the Representative Coordinator.
  
- (12) Disciplinary Action  
*Refer to Clause 18.2*

**4. FEES, FINES AND LEVIES**

The fees for each category of membership shall be the sum as determined by the Management Committee.

- (1) **Affiliation Fees**  
 Payable with application of membership, as determined by the Management Committee;
  
- (2) **Registration Fees**
  - (a) Payable by clubs on the basis of each player competing in fixture competitions controlled by the Association and shall be payable by the date fixed by the Management Committee; (and shall include Q.N.A capitation and Insurance)
  - (b) Payable by any Non-Playing Volunteer who nominated from any club or is duly elected to the Management Committee, Sub-Committee, and/or appointed to act as Coach, Manager, Umpire, or in any other capacity controlled by the Association and shall be payable by the date fixed by the Management Committee;
  
- (3) **Levies**  
 May be imposed by the Association on all Affiliated Clubs for a specific purpose;

**Fees, Fines, Levies continued...**

**(4) Fines and Loss of Points**

Imposed on any Club or player for breaches of regulations as set out hereunder, the amount to be decided by the Association;

All fines and loss of points are subject to change by the controlling Management Committee at any time;

- (a) Failure to carry out grounds duty; (Club Duty Day)
- (b) Failure to supply correct and legitimate player details at time of registration;
- (c) Failure to supply an umpire at the time rostered as notified by the Management Committee;
- (d) Failure to comply with uniform dress standards; (applies to both player and umpire);
- (e) For any other reason as decided upon by the Management Committee;

**Summary Schedule of Fines and Loss of Points**

Action	Penalty
Interchanging team players within the one (1) division	Loss of three (3) points
Playing of an unregistered player more than once	Loss of three (3) points
Registration of a player with incorrect age/date of birth	Disqualification of player / Fine \$500 Team - Loss of two (2) points per game played
Playing a player from a higher division	Loss of three (3) points
Not handing in score sheets after game completion	No points given for the game to either team
Failure to comply with the original signature	Loss of one (1) point
Unsigned score sheet	Forfeit of Team game points
Failure to correctly complete scores sheet	Forfeit of Team Game points
Failure to wear correct uniform	Loss of two (2) points
Failure to supply an Umpire	Fine payable (As determined by the Management Committee)
Failure to wear correct Umpire uniform	\$100
Failure to submit forfeit by 6pm evening prior to fixture game	Fine payable (As determined by the Management Committee)

A fine imposed for any of the above breaches of regulations shall be paid before the Club participates in its next game.

**5. REGISTRATION**

- (1) It is the responsibility of each Club to nominate with the Association by the designated date, including the number of teams participating in the requested competition together with the completed Capitation forms.
- (2) All Clubs shall submit player details as per the required Capitation forms provided;
- (3) No team shall be registered with less than seven (7) players or more than ten (10) players;
- (4) It is the responsibility of each Club to ensure that proof of birth is sighted prior to submitting players for registration to the Association. Incorrect registration of a player will result in loss of points and a fine to the club as determined by the Management Committee;
- (5) All players must show proof of birth upon demand by the controlling Management Committee;
- (6) A player's age as on 31 December in the year the season commences shall determine the age group in which they may play;



**Registration, continued...**

- (7) All players must complete a Team Registration Form and complete and sign a Players Register prior to taking the court for their first fixture game. Players must sign the Scoresheet using the same signature provided on the Players Register.
- (8) Players are not allowed to register in more than one team or Club within the Association;
- (9) Teams may register members up until round 8 of competition. Such registrations are to be paid prior to taking the court. Fees payable to be determined by the Management Committee and shall include Q.N.A Capitation and Insurance.

**6. UNFINANCIAL MEMBERS**

- (1) Any individual who is reported to the Association as being Unfinancial shall be ineligible to affiliate with any other Team/Club until the original debt has been cleared;
- (2) Upon notification of unfinancial members, the Association shall advise the offending members of the conditions of clause 6.1

**7. UNIFORMS**

- (1) Club Uniforms
  - (a) On first applying for membership, each club shall submit to the Competitions Convenor full written particulars of its uniform for approval by the Management Committee;
  - (b) No team or club shall change its uniform without first obtaining consent from the Management Committee;
  - (c) Newly registered players may be out of uniform for three (3) fixtures games only;
  - (d) Written request may be sought from the Secretary if the uniform is not available in the stated time;
  - (e) Failure to play in correct uniform results in a two (2) point deduction;
  - (f) It is the Clubs responsibility to ensure that all of its players are in registered uniform by the first fixture round. Should a player or team not be in uniform and has a valid reason for the player being out of uniform it must be presented and prior permission in writing must be obtained.

**8. PLAYING REGULATIONS**

- (1) The Rules adopted by all Members shall be those of the A.A.N.A
- (2) Registration fees are not transferable or refundable without approval from the Management Committee;
- (3) The team Sign-on sheet must be completed by each team and is designed for ready reference to the number of times a player has played in a higher grade or age group and displays the personal signature of each team player, therefore providing permanent reference to player on how they must sign the fixture score sheet;
- (4) All players of all divisions must sign the Team Sign-on sheet each season, in the appropriate place;
- (5) A team wishing to deregister a player must obtain approval from the Management Committee;
- (6) In the event of a team or club disbanding, its members shall not be at liberty to play with any other Club without the consent of the Management Committee;
- (7) A player wishing to transfer from one Club to another during the current season must obtain a clearance in writing which must be endorsed by the Secretary of their previous Club. Only one transfer per player per season will be permitted, unless approved by the Management Committee;
- (9) Juniors turning fourteen (14) and over as at 31 December of the year the season commences are eligible to play in the senior night competition;
- (10) Junior players will be able to play up an age group not more than one (1) year above their own age group.

**Playing Regulations, continued...**

- (11) No player shall play in a lower grade than that in which the player is registered. A player from a lower grade may play in a higher grade for a total of two (2) games in any higher grade, the player will return to their original team of registration;
- (12) No interchanging within the same division is allowed. Players must play in the team they registered with.
- (13) Notification from teams of intention to forfeit must be provided to the Competition Convenor by 6pm of the night prior to fixture. Three (3) points will be awarded to the non-forfeiting team and zero (0) point awarded the team who forfeits; failure to comply will result in a \$200 fine;
- (14) A forfeit may be claimed if the opposition cannot field a minimum of five (5) players within two (2) minutes of the scheduled game time and umpires calling the teams to take the court. A team may not sign on any more than one (1) player as fill in. Fill in players must be from one grade below within the club; Nova's cannot cross over into the junior competition;
- (15) If court and umpires are ready and the opposing team has five (5) players then play must commence on time.
- (16) Teams claiming forfeit at time of competition should complete and sign the scoresheet that is also signed by the umpires;
- (17) In the event of a team forfeiting two (2) consecutive games, the team must show cause to the Association for such forfeiture;
- (18) No one other than the Team Captain may question an Umpire's decision during a game. The Captain may query rule interpretations during intervals. If it is felt the Umpire is not controlling the game or is showing bias, a club official should notify the Association office immediately and a Senior Umpire official will come to court to investigate further and take steps necessary to rectify the concerns where required;
- (19) Anyone found guilty of disputing an umpire's decision on the netball court, or otherwise misconducting themselves, may be disqualified from taking part in any match under the control of the Association. Umpires may report in writing such players to the Secretary of the Association;
- (20) Each team must print the name of all players to play that day on the Scoresheet before the teams takes the court. All players must sign the Scoresheet correctly with the same signature as appears on the Players Register;  
*Failure to sign the Scoresheet correctly – Loss of Team Game Points*
- (21) Where any doubt exists regarding the signature, the Competition Convenor shall refer the Scoresheet concerned to the Management Committee for decision;
- (22) When playing a player from a lower grade, Team name and division must be noted on the Scoresheet beside the players' name;
- (23) Scoresheets and Scoreboards must be collected before each game from the Association control point and returned to the Control by the winning team at the conclusion of the game;  
*Failure to hand in Scoresheet to Control – No points given to either team*
- (24) All teams must supply a responsible scorer. Scorers should stand together at the centre of the court and jointly carry out the responsibility of scoring. Where a team fails to supply a scorer, the score submitted by the opposing team will be accepted; *Failure to sign the Scoresheet correctly – Loss of Team Game Points*
- (25) The Scoresheet must be signed by Team Players, Team Captain, Umpires, and Scorers before it is returned to the Control Point; *Failure to sign the Scoresheet correctly – Loss of Team Game Points*
- (27) All protests must be lodged in writing by Clubs to the Management Committee within twenty-four (24) hours after the game to the Association Secretary or President for consideration;
- (28) All day season matches will be played on Saturdays and night season matches will be played on Wednesday nights, unless due to unforeseen circumstances (Wet Weather). Make up games for wet days will be rescheduled at the Management Committee's directive, see Clauses 15.4

**9. GRADES AND AGE GROUPS**

- (1) The competition is conducted in the following age groups:-
  - (a) Nova’s Non-Competitive 10 years and under
  - (b) Juniors - Competitive 11 years and up to 18 year
  - (c) Seniors – Night Competition 14 years and up
  - (d) Seniors – Day Competition 16 years and up
- (2) A player’s age on the 31<sup>st</sup> December in the current year will determine their respective age group;
- (3) Nova players must turn six (6) years in their first year of netball;
- (4) Junior players will be able to play up an age group not more than one (1) year above their own age group. Requests for exemption of an individual play to play up two (2) age groups must be submitted to the Management Committee for assessment. A decision will be given at the Management Committee’s discretion;
- (5) Nova players may not play up into the Junior Competition;
- (6) Juniors player must be eighteen (18) years and under on the 31<sup>st</sup> December;
- (7) A player must be a minimum of fourteen (14) years to be eligible to play in the Senior Night Competition;
- (18) A player must be a minimum of sixteen (16) years to be eligible to play in the Senior Day Competition.

**10. POINTS**

- (1) Competition points are awarded as follows:-

Win	3 points
Draw	2 points
Loss	1 point
Win by Forfeit	3 points
Loss by Forfeit	0 Zero

One (1) point will be awarded for a crossover or a friendly game.

**11. GOAL PERCENTAGE**

- (1) In the event of a tie on points or equal tally of points, a goal percentage is to be calculated. The goal percentage will be calculated on games played, as follows, the team obtaining the higher percentage shall take the higher position:-

$$\frac{\text{Goals For}}{\text{Goals Against}} \times \frac{100}{\text{No of games played}} \quad (**\text{see note})$$

\*\* NOTE: "Goals for" divided by "Goals Against", multiplied by one hundred (100) and divided by the number of games.

**12. FINALS REGULATIONS**

- (1) Finals Format
  - (a) **Semi-Finals**  
The following shall occur
    - (i) 1<sup>st</sup> plays 2<sup>nd</sup> (Winner goes into Grand Final)
    - (ii) 3<sup>rd</sup> plays 4<sup>th</sup> (loser is out the competition)

**Finals Regulations, continued...**

- (b) **Preliminary Finals**  
The following shall occur
  - (i) The Loser of 1<sup>st</sup> vs. 2<sup>nd</sup> from Semi-Finals plays winner of 3<sup>rd</sup> vs. 4<sup>th</sup> Semi-Finals;
- (c) **Grand Final**  
The following shall occur
  - (i) Winner of 1<sup>st</sup> vs. 2<sup>nd</sup> from Semi-Finals plays winner of Preliminary Final;
- (2) Each round will be started by Association control;
- (3) For players to be eligible to play in a Finals Series they must have played a minimum of five (5) fixture games with the appropriate game. The playing of any ineligible players will result in the Team being duly penalised;
- (4) A Club team which does not have seven (7) registered team players available for the Finals Series due to injury may request in writing with accompanying medical certificate for approval of one (1) player from a lower division within their Club stating reason for the request and name of player to be approved. Such players must of played a minimum of (5) games for their Club during the current season.
- (5) Timing on each game is 12mins, 2mins, 12mins, 2mins, 12mins, 2mins and 12mins. Duration of games may vary as decided by the Management Committee;
- (6) Injury time will be as per A.A.N.A Rules, with a 2 minute injury time per team per quarter. All subsequent injury time called in the same quarter of play by the same team is for a maximum of 30 seconds and the player involved must leave the court and may only re-enter the court after the scoring of the next goal. All injury time must be reported to the Association Control Point and will be played at the end of the quarter in play;
- (7) In the case of a drawn game, a 3 minute break is given and the drawn game must be reported to Control;
- (8) Extra time is 2 x 5 minute halves, changing ends at half time, no interval will be given;
- (9) At the conclusion of extra time, if the game is still drawn, then play continues until one team leads by two (2) points;
- (10) In Semi-Finals, Preliminary Finals and Grand Finals, where an action is made where is normal fixtures would see the team penalised with a loss of game points, will see the game forfeited to the opposing team.

**13. NIGHT FIXTURES**

- (1) All Team must play in correct uniform. NO leggings, bike pants to be longer than skirt length. Ladies may only wear shorts when playing in a mixed competition;
- (2) Uniform colours to be approved by the Association. No two teams are to wear the same colours; (Exception – from the same club)
- (3) Points will be deducted for incorrect uniform. This is non-negotiable;
- (4) Registration and affiliation fees are to be paid by the end of grading games. There will be no exceptions;
- (5) New teams will have two (2) weeks to be in uniform and all monies paid;
- (6) Game fees must be paid before you can take the court;
- (7) Temporary players are required to sign the Temp Sheet before taking the court. Temporary players may only play once, after one (1) game the player must register with the team and make payment of registration fees;
- (8) No taped finger nails or piercings. All facial and body piercings are to be removed. Player may wear official netball gloves only.

**14. UMPIRES**

- (1) All Umpires must adhere to the Rules as set by the A.A.N.A;
- (2) Each team must supply at least one (1) umpire of a standard acceptable per allocated game; it is the responsibility of the Club Umpires Convenor to ensure that a competent umpire is available for allocated games;
- (3) The training and coaching of Umpires is the obligation of each Club. A Senior Umpire or Umpire Convenor must oversee and assist Umpires in training;
- (4) Umpires MUST wear a white shirt and white skirt. Unless medical conditions apply and the Management Committee has given approval. Club Umpire shirts MUST be predominately white.  
*Fine of \$100 applies for non-compliance;*
- (5) Umpires should arrive at the Association at least ten (10) minutes before the game and report to Control Point and sign the Umpire's Sign-on sheet;
- (6) After commencement of games, Umpires are not allowed to interchange, except in the case of injury, illness or special circumstances;
- (7) Umpires must sign the Scoresheet on completion of the game.

**15. WET WEATHER**

- (1) The Association will decide where possible, one (1) hour before the first match whether the courts are playable or not;
- (2) Once play has commenced the Management Committee will decide whether play will continue in the event of wet weather. If wet weather causes stoppage of a game before the end of the second quarter or half time then the result shall be declared "NO GAME" and no score shall be recorded, however if stoppage occurs after the half time interval, the half time score shall be recorded as the official score and points awarded accordingly;
- (3) If games have been cancelled due to weather and are not replayed each team will be awarded two (2) points.
- (4) Games cancelled due to weather will be rescheduled for the following Friday night where possible.

**16. FUNDRAISING**

- (1) No Raffles or Fundraising other than those approved by the Management Committee are to be run on Association grounds;
- (2) Clubs will have the opportunity to fundraise on their assigned Club Duty Day. Clubs shall be advised of their allocated Club Duty Day by the Management Committee at the commencement of the season.
- (3) Clubs must advise the Management Committee of Club Duty Day fundraising activities fourteen (14) days prior to allocated day.
- (4) Fundraising BBQ's are not permitted unless approved by the Management Committee.

**17. CANTEEN**

- (1) The canteen shall be operated by the NGCNA Management Committee.
- (2) Clubs must provide volunteers to assist with canteen operations on their nominated Club Duty days. NGCNA shall provide a club donation as set by the Management Committee.

**18. DISCIPLINARY ACTION**

- (1) Club Fixtures
  - (a) Any person found to be abusing/intimidating umpires, players or officials verbally will be given an official verbal warning. The president of the offending Club will be informed of this warning/s in writing. Upon a 2<sup>nd</sup> warning the person and the player associated with them will be suspended for a period determined by the Management Committee. Any subsequent instance will result in further disciplinary action and may include removal from the Association.
  - (b) Any physical abuse will not be tolerated. If any such act of physical abuse occurs the matter will be handed over to the authorities immediately. The offender and any associated player will be immediately expelled from the Association. The Management Committee will have the right to decide further and future involvement and inclusion within the Association.
- (2) Representative Teams
  - (a) If any player, parent or spectator is found to be in breach of the National Codes of Behaviour they will be given a notice to present before the Management Committee. The Management committee will convene to decide further and future involvement in the team and/or representative fixtures.
  - (b) Parents of Representative Players must abide by the Parent/Guardian National Codes of Behaviour as outlined by Netball Australia. Any breach may result in their child being removed from any representative team.
  - (c) Should removal from a Representative Team due to the above occur, refund of Representative fees will not be given. If a player leaves a representative team at their own free will any refund of monies will be at the discretion of the Management Committee.
- (3) Meetings of the Association
  - (a) At any meeting called by the Management committee, the Chairperson of that meeting reserves the right to remove any member who shows progressively hostile and disruptive behaviour towards another Association member or Management committee member.
- (4) Social Media (ie. Facebook)
  - (a) Any proven intercepted material that is damaging to the reputation of the Association/Management Committee or a member will be considered as a breach of the relevant Code of Conduct resulting in disciplinary action. This breach may include removal of an individual as a member of Northern Gold Coast Netball Association.

**19. COURT AND EQUIPMENT USAGE**

- (1) The Association holds the Right of Use for the Courts located at Sports Drive, Runaway Bay and holds Duty of Care. No court shall be used without Post Pads.
- (2) Applications for Court and Clubroom use must be made on the appropriate "Use of Hire" form and forwarded to the secretary.
- (2) All Clubs must check with the Association regarding court availability before setting training times. Clubs must be approved for nominated training times.
- (3) No Club may turn up and use courts without prior consent from the Management Committee. A Nominated fee to cover costs of lighting, administration will be set by the Management Committee and payable by the user (Club etc);
- (4) Clubs or Teams using NGCNA equipment and lighting for training are responsible for the safe return of equipment to the storage unit and court lighting is switched off. Should equipment be damaged/lost or lights left on after use, the costs incurred will be passed onto the Club/Team responsible at the time.
- (6) Clubs must ensure that equipment is packed away tidily.
- (7) No Chairs/Prms/Strollers or Umbrella's will be allowed between the courts at any time. Exemptions for wheelchairs will be considered upon request.

## 20. CORRESPONDENCE

- (1) All correspondence for the Association shall be forwarded to:-

Northern Gold Coast Netball Association  
C/- The Secretary  
PO Box 204  
Runaway Bay QLD 4216

Or via email:- [northerngoldcoastnetball@gmail.com](mailto:northerngoldcoastnetball@gmail.com)

- (2) All correspondence from an Affiliated Club shall be recorded by the Secretary.  
(3) The Association may use all forms of communication to enter into correspondence with its members where it deems suitable, including email, phone, fax and postal mail.