



JOONDALUP NETBALL ASSOCIATION

JNA ASSOCIATION CHAMPIONSHIPS

Policies & Procedures

Abbreviations

ADO – Association Development Officer

FTG&P – Fuel to Go & Play Association Championships

JETS – Joondalup Extension Training Squads

JNA – Joondalup Netball Association

NWA – Netball WA

FIT – Fever In Time

WANL – Western Australian Netball League

Purpose

The purpose of this Policy is to:

- Define the trial and selection requirements
- Eligible age, availability and requirements
- Behaviour expectations
- Injuries & Medical Clearances
- Uniforms & Trial Clothing

1. Trial Application Requirements:

- 1.1 All athletes must register for the JETS program via the PlayHQ link provided.
- 1.2 All athletes must register to trial for the JETS program in accordance with their age groups (e.g., 12U, 13U etc.) for the year of the championships i.e., applicants must be turning that age in the year that the championships are held. Trials will be held at dates to be determined by the ADO and the Development Committee. Information on dates will be available on the JNA website and via email to Club Contacts for distribution to club members.
- 1.3 All registrations must be completed and received by the date advertised.

2. Eligibility & Availability Requirements:

- 2.1 Only those athletes that are a financial registered member with NWA in the current year are **eligible to trial**. So as to be **eligible for selection**, athletes must also then register to play in the **JNA Winter season of the following year**, being the year of the championships, prior to trialing.
 - 2.1.1 Opens: Athletes that are **affiliated and currently financial** with JNA (i.e., must pay the required affiliation fee due to JNA for the current year of championships, plus the fees for the association championships if selected), but

are unable to play in the Open/Senior Winter competition due to work or study commitments, must provide written confirmation of their work or study schedule. It is also expected that they have participated in some voluntary measure to one or more JNA programs (minimum of 10hrs **unpaid** to be completed in the previous year and since the last Association Championships, or prior to the weekend of the Association Championships in the current year).

- 2.2 Minimum age requirement is athletes turning 12 years of age. For Open teams, athletes must be turning 21 years of age or over in the year the championships are being held.
- 2.3 Athletes who are selected within any WANL Program are not eligible to trial.
- 2.4 Athletes **must** attend and participate at **ALL** trials. Note: If an athlete is unable to attend a trial for medical reasons, their selection/non-selection may be based on feedback from selectors at previous trials, if applicable. A medical certificate must be produced prior to the trials and a medical clearance certificate before participating further.
 - 2.4.1 Athletes who are injured at the time of trials must produce a medical certificate and then follow up with a medical clearance certificate to continue with the program, if successful.
- 2.5 FTG&P Association Championships is held over the June Long Weekend of each year (unless otherwise advised). All athletes must be available for the ENTIRE weekend and must not have any other commitments during this weekend, unless prior advised.
- 2.6 Athletes who are selected into the program are expected to be available for all dates of the program, including pre or post championships. This includes, but is not limited to, training sessions, fitness sessions, uniform fitting and distribution, team photos and presentation/wind-up. These dates are to be advised at the commencement of the program.
- 2.7 All players representing JNA must adhere to JNA Policies, Procedures, By-Laws, Codes of Conduct & Behaviour, the Netball Australia Member Protection Policy and must pay **all fees** relating to the Association Championships.
- 2.8 The Development Committee will name at least 10 athletes, if possible, per JNA team/squad (with the option to increase to 12 athletes if the Development Committee deems it necessary) This however, will depend on the number of registrations for that age group.
- 2.9 Coaching staff for Association Championships:
 - a) It is the JNA policy that JNA Coaches are not to coach teams that include their own children.
 - b) Coaching eligibility & minimum accreditation:
Coach: Development Accreditation
- 2.10 Umpires for Association Championships: (Refer to JNA Umpiring Policies & Procedures on Website for copy of full document).
 - a) Umpires must hold a minimum National C Badge for at least one (1) year prior to the event to be eligible to umpire at the Association Championships. They must also be registered to their Member Association via the online PlayHQ form by the specified date from NWA. The Association AUDO will choose and then provide umpires for these divisions.
 - b) Umpires are expected to represent the Association in a professional manner in accordance with the JNA Policy and Procedure Handbook & Codes of Behaviour.

3. Training Requirements:

- 3.1 All athletes are required to attend **all** training sessions.
- 3.2 If an athlete is unable to train due to injury, or unable to attend training for any other reason, the coach and the Association Development Officer (ADO) must be informed as soon as possible, via phone or email, prior to the training session.
- 3.3 If an athlete is injured, they are still to attend and observe the training sessions. (Refer to 4.4)
- 3.4 If an athlete is unwell/sick they are to remain at home, then return to training when well.
- 3.5 If athletes require any taping/strapping/braces then they should be prepared prior to the training sessions and prior to attending the games during the championships over the long weekend.
- 3.6 If an athlete misses two or more training sessions, without a medical reason, then this will/may lead to their release from the program and another athlete taking their place. This decision would be made in consultation with the ADO, Development Committee, Lead Coaches, parents and athlete.

4. Injuries & Medical Clearances:

- 4.1 Any athlete who is unable to train due to injury must be reviewed by an appropriately qualified Healthcare Provider who has a Provider Number. A medical certificate must be provided to JNA.
- 4.2 The ADO and Coach must be kept informed of treatment and prognosis after each review with the Healthcare Provider.
- 4.3 Any injury that requires extensive treatment, which means an athlete cannot attend and/or participate in training for an extended period, may result in that athlete being released from the program. This decision will be made in consultation with the ADO, Development Committee, Lead Coaches, parents and athlete, taking into consideration all medical information from the Healthcare Provider.
- 4.4 Injured athletes cannot return to training, or playing, until a written medical clearance, from the Healthcare Provider, is given to the ADO, who is responsible for passing this information on to the Coach.

5. Behaviour Expectations:

- 5.1 Athletes and Coaches must remember that selection for the Association Championship squads means that they are representing the Association and as such are expected to follow the JNA Code of Conduct at all times.
- 5.2 Athletes and/or Coaches who break this Code of Conduct, or, who consistently display poor behaviour and/or attitude towards Coaches, team mates, other athletes, umpires or any other person involved within the JETS program may either not be selected into the program, or released from the program, if they have been selected, with **no refund** of fees paid.
 - 5.2.1 Should this involve an already selected athlete or Coach then this action will be taken after consultation with the ADO, Development Committee, Coaches, parent and athlete.
- 5.3 Athletes and/or Coaches who break this Code of Conduct whilst playing or coaching at **Club level**, during the JNA winter or spring seasons **prior to or leading up to** the championships, may be released from the program with **no refund** of fees paid. This

decision will be made in consultation with the Committee, ADO, Coaches, parents and athlete.

- 5.4 The ADO, or a member of the Development Committee, may arrange a suitable time at the start of the program to meet with the parents of athletes to explain the ethos of the program and its expectations and also to cover the rules of the competition during the JETS program, including court time for athletes during the FTG&P Association Championships.

6. **Feedback:**

- 6.1 No feedback is provided.

7. **Uniforms & Trial Clothing:**

- 7.1 Athletes and Coaches are required to wear their JETS singlets and black pants or shorts to all training sessions. They are not permitted to wear any club identifying clothing/accessories during the trials and/or at training, including but not limited to socks, shorts, skirts/skorts, leggings, shirts, jumpers.
- 7.2 The Association provides a full playing uniform, which includes a dress and jacket, on loan, for athletes selected for the JNA representative teams to participate in the championships. The uniform must not be altered.
- 7.3 This uniform is only to be worn when representing the Association over the FTG&P Association Championships weekend, or as requested (e.g., team photos), but not to be worn for training or at any other time.
- 7.4 Athletes must **return the full uniform** to their team's Manager when arrangements have been made.
- 7.5 Should an athlete's uniform be returned damaged, stained etc. an assessment will be made and an account will be issued from JNA for the appropriate value for the replacement/repair, laundering etc. Should an athlete not return their full JNA uniform then they will be required to pay the total current replacement costs of the items. If not paid then they may be considered unfinancial and may not be eligible for participation in further trials or carnivals.
- 7.6 Athletes must wear appropriate **black** sports briefs under their uniform and are responsible for providing their own.
- 7.7 Athletes may purchase a squad training singlet and this is to be worn at JETS training.
- 7.8 Coaches are required to wear the allocated polo shirts to training and the championships. Jackets will also be provided for the championship weekend. The polo shirts and jackets must be returned to the Team's Manager immediately after the Association Championships weekend and/or prior to the presentations/windup.
- 7.9 Team Managers are required to wear the allocated polo shirts to the championship weekend. The Manager is to return the COMPLETE set of the team's athlete's uniforms, to the JNA Uniform Coordinator at the JETS presentation/wind up function or JNA Head Office. JNA will be laundering all uniforms after the championships. The Coach and Manager polo shirts and any loaned jackets are to be returned at the presentation/wind up to the JNA Uniform Coordinator. Managers must also return the game bag and any other equipment to the ADO by the date advised.
- 7.10 Athletes, Coaches, Managers and/or JNA Officials are to wear **black** only coloured **track pants, trousers, shorts or skirts** with their JNA uniforms over the Association championships weekend (including for any photos). No club or other coloured

jackets/tops/bottoms are to be worn during the championships, or for photos. If so, they must be worn underneath their uniform jacket.

- 7.11 JNA socks are to be purchased by the athlete and worn as part of the official JETS uniform.

8. Costs & Payments:

- 8.1 Actual costs may vary from year-to-year dependent upon the Association costs for the program, which includes, but is not limited to, Specialist Coaches, Fitness Sessions, Equipment, umpiring payments, uniform hire, Competition Entry Fees and Insurances.
- 8.2 There are different payments for each phase. Fees will be confirmed at the time of registration &/or acceptance into the next phase each year.
- 8.3 If payment is not received by the due date, then the athlete will not be eligible to participate in the program and may be replaced in the program.
- 8.4 Should anyone be experiencing financial difficulties with reference to the payments they are asked to contact the ADO, via phone or email to the JNA Head Office, to organise alternative payment arrangements.
- 8.5 All outstanding Association Carnival fees **must** be paid by the required advised date. Athletes who haven't paid Association Carnival fees by the date of the Carnival are deemed unfinancial. Athletes cannot return to play for their club teams in the normal competition until they become financial, having paid their outstanding fees.
- 8.6 Any applications for refunds, for athletes who must leave the program for medical reasons, must be submitted in writing to the ADO, via the JNA Head Office. These will then be forwarded to the Development Committee, who will consider each application based on evidence provided, and any refund approved will be a **pro rata refund less an administration fee**.
- 8.7 Refunds are only applicable for the following reasons:
 - 8.7.1 Medical reason, whereby they cannot participate further in the program. A medical certificate will be required by an associated medical professional (see 4.1)
 - 8.7.2 The program has been cancelled beyond the associations control
 - 8.7.3 An athlete is not satisfied with the program, after it has ended and the appropriate steps and recommendations and processes have all been followed and all other avenues have been exhausted by the association and Development team
 - 8.7.4 There is no refund for any athlete who is asked to leave the JETS program.

9. Selection criteria: General

When selecting athletes, umpires and officials for any Performance & Pathway Programs and/or Teams/Squads, the relevant selection criteria and panels shall apply the eligibility criteria as set out below:

- 9.1. Be a current financial and registered member of JNA for the current Winter season
- 9.2 Be a current resident of WA
- 9.3 Must be drug free and compliant with our association JNA and Netball Australia's Anti-Doping Policy and Integrity Framework requirements

- 9.4. Refer to relevant program/team guidelines for specific eligibility requirements, as this can be determined by our Development Team.

10. Selection Criteria: Athlete and Umpire

Athlete and Umpire Athlete and umpire performance, team fit and potential to progress on the performance pathway will be assessed by selectors and Development Team. The following components of athlete and umpire performance and behaviours will guide selectors in their assessment:

- 10.1 Physical: Speed, agility, power, aerobic fitness and strength
- 10.2 Technical (athlete): movement skills, ball skills, attacking skills, defending skills and positional specific skills
- 10.3 Tactical (athlete): attacking strategies, defensive strategies, game plans and strategies to counter opposition
- 10.4 Technical (umpire): skill and technique application, rule knowledge, game sense
- 10.5 Psychological: coachable, determined, mental toughness, motivated, growth mindset, ability to cope under pressure, self-belief
- 10.6 Values and behaviours: desire to be part of an environment which promotes a winning attitude, positive leadership, an aspiration to learn and grow, adhere to the code of conduct, be proud to represent JNA.
- 10.7 Additional considerations:
 - 10.7.1 Positional versatility and balance within the team (athlete)
 - 10.7.2 Previous performances
 - 10.7.3 Current or possible future identification as identified through other opportunities/events such as Metro or carnivals.
 - 10.7.4 Current or potential injury or condition which may impair, inhibit, or prevent the athlete's performance at the required level
 - 10.7.5 Potential for future inclusion in High Performance programs
 - 10.7.6 A current and appropriate accreditation (umpire)
- 10.8 The selection process requires selectors to assess the perceived standard of an individual athlete or umpire. It is acknowledged that despite the experience and expertise of the selectors and the Development Team, there is an element of subjectivity.

Whenever selecting athletes and umpires for JETS program, the relevant selection panel shall apply the competencies, personal attributes and other considerations as outlined in clauses 9 and 10. All decisions concerning selections are final and are made by the Development Team.

11. Complaints

Should a complaint arise, pertaining to a:

- 11.1 Behaviour concern regarding the program; or
- 11.2 complaint concerns regarding the program or it's officials such as an appointed program coach or manager; or a
- 11.3 concern raised regarding the program as such;

Then all correspondence regarding the above, should be made in writing to the Association Development Officer and Joondalup Netball Association, outlining the facts of the matter and all occurrences. Such correspondence should reach association and its contacts mentioned above within three (3) working days according to the time frame provided by Netball WA. The process is then set to be resolved within an ideal period of twenty (20) working days.

All correspondence will be entered to in writing and distributed as such.

12. Privacy, confidential and personal information

- 12.1 Data Collection & Usage: Information (name, contact, DOB, gender, results) is collected by the association upon registering within the program.
- 12.2 Photography/Videography Consent: Consent is obtained upon registration. Joondalup Netball Association dictates that photography must be respectful, and attendees should not photograph children without proper authorisation.
- 12.3 Third-Party Disclosure: Personal info may be shared with Joondalup Netball Association.
- 12.4 Withdrawal of Consent: Members can withdraw consent for photo usage or opt-out of marketing by contacting Joondalup Netball Association.
- 12.5 Member Protection: Joondalup Netball Association adopts the Netball Australia Member Protection Policy to ensure safety, including privacy of, and appropriate contact with, children.
- 12.6 Social Media: Members should not publish, or allow to be published, images that violate Joondalup Netball Association or any NWA policies or cause discomfort, especially those relating to children.

13. Expectations: Coaches

- 13.1 All coaches are expected to attend the training schedule and sessions planned for the program.
- 13.2 All program officials such as coaches, managers and development team members are required to maintain player confidentiality at all times.
- 13.2 Coaches are to have a minimum qualification of: Development Accreditation or be working alongside another coach with the Development Accreditation.
- 13.2 All coaches are to have sound knowledge of and experience of netball coaching and deliver appropriate communication to athletes.
- 13.3 Develop a training program to prepare the Association Team for championships, in consultation with Association Development Officer (ADO)
- 13.4 If the Team Manager is not present, arrange for the immediate treatment of any injury that occurs at training
- 13.5 Be responsible for players while training and playing
- 13.6 Coach at all times in a responsible and professional manner abiding by the Coach's Code of Conduct

- 13.7 Submit a written report and any recommendations to ADO within one month of the conclusion of the competition
- 13.7 Provide a Working with Children's Check where required
- 13.8 If exempt from Working with Children Check, you may need to obtain a Volunteer National Police Certificate
- 13.9 Work as part of team dedicated to the growth and development of Joondalup Netball Association
- 13.10 Meet and network with other volunteers and industry professionals where possible to share and obtain any necessary knowledge
- 13.11 Have input into the goals and objectives of Joondalup Netball Association
- 13.12 Use one's skills in a positive and engaging way

14. Expectations: Managers

- 14.1 All program officials such as coaches, managers and development team members are required to maintain player confidentiality at all times.
- 14.2 Be responsible for uniform collections and deposits and orders in consultation with Uniform Coordinator of Joondalup Netball Association, as well as uniform return upon end of the competition.
- 14.3 Provide administrative support to the coach to support the team.

15. Working with Children

This applies to all individuals undertaking position or roles in child related or player related activities whether in a paid or unpaid/voluntary capacity

- 15.1 Responsibilities Members have an obligation to comply with the WWC Act. When seeking nominations or expressions of interest for appointments (paid or voluntary) Club, Member Association and Member Entities will provide the applicant with information regarding the screening process and the specific criteria for the position. It is the responsibility of each Club, Member Association and Member Entity to ensure that they maintain accurate records of all individuals with a current WWC Check and periodically check the validity of a WWC Check, for both new and existing employees, contractors, volunteers and visitors. Employees/contractors/volunteers/visitors and members have a responsibility to comply with all requirements to the satisfaction of the Club, Member Association and Member Entity and the WWCC Act. In the event that a Member becomes aware of a change in individual circumstances that may change or contravene this policy and the WWC Act, it is the responsibility of the Member to notify JNA as soon as reasonably practicable.

Where an employee/contractor/volunteer/visitor engaging in child-related work refuses to obtain or renew a WWC Check, the Club, Member Association and Member Entity is responsible for ensuring that the individual is removed from child-related work. In the event that a Member receives or is informed of notification of a Negative Notice or Interim Negative Notice, the Club, Member Association and Member Entity will cease to engage the individual in child related work. It is expected that JNA will do the same. A person with an Interim Negative Notice or Negative Notice cannot access the parent volunteer, child volunteer or unpaid student under 18 years of age exemptions, as they

cannot carry out child-related work. It is the responsibility of the individual to ensure they are eligible to access the child or parent volunteer exemptions. If a volunteer has a current Interim Negative Notice or Negative Notice, they need to immediately stop accessing the exemption and stop working with children. They do not have to provide a reason to the organisation as to why they are no longer able to volunteer with children.

16. Concussion policy

Any player with a suspected concussion must be immediately removed from play or training and cannot return the same day without clearance from a medical practitioner. A mandatory, gradual return-to-sport protocol is required following a concussion.

All concussion related injuries will follow the Concussion policy as set out by Netball WA: <https://wa.netball.com.au/sites/wa/files/2021-10/2022%20Netball%20WA%20Concussion%20Return%20to%20Sport%20Protocol%20-%20Under%2018.pdf>

17. Spectator behaviour

Joondalup Netball Association enforces a strict spectator behaviour policy focused on respect, safety, and positive encouragement. Spectators must not engage in harassment, abuse, or ridicule towards officials, coaches, or players at any time. A zero-tolerance policy applies to poor behaviour, with breaches potentially leading to removal, bans, or formal sanctions.

Key spectator guidelines

- Respect Officials: Do not approach or harass umpires, coaches, or players during or after the game.
- Positive Support: Applaud good performance from both teams and avoid yelling at or criticizing players for mistakes.
- Safety Requirements: Stay behind designated line markings (e.g., yellow lines) and off the court area during play.
- No Abuse: Harassment, foul language, and violent behaviour are strictly prohibited.
- Social Media: Refrain from posting abusive, defamatory, or threatening material about participants.

Codes and practises of behaviour fall in place with our association and Netball WA.

All spectators are required to:

- Demonstrate positive sideline behaviour
- Direct all concerns through appropriate channels (referred to in 17.1)
- Not approach any selectors or interfere with trials
- Respect athlete selection, team placement, and court-time decisions
- Support all athletes and officials

17.1 All concerns or complaints are to be directed to the association development officer in the first instance. These will be handled appropriately with the development team and

Joondalup Netball Association in accordance with the complaint's procedure set out in point 11.

17.2 Failure to adhere to this direction may affect the athlete's continued participation in the program.

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