



## Competition Guidelines – Bundaberg Netball Association

### Document Control

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## FIXTURE COMPETITIONS: CONSITUTION AND ASSOCIATED PROCEDURE

### Playing Divisions

BNA Management Committee shall conduct competitions in the divisions designated by the Management Committee.

#### 1.1 Non-competitive divisions (NSG)

- a) Non-competitive divisions for players aged 5 to 10 years. These players shall not be permitted to play in any competitive division unless assessed by the BNA Coaching convenor. A player's age on the 31 December in the current year shall determine the group the player is registered in.
- b) These players shall abide by the Netball Queensland rules governing the Net Set Go program and pay fees to Netball Queensland as determined each year. BNA shall also set a fee, as determined each year, and clubs will also set their own fee as set out by the club in which the player choses to join.
- c) Players are to register online in the NetballConnect program and pay their NSG fee online. The BNA and club fees shall be paid to their respected club.
- d) BNA shall run a Net program for players who turn 5 to 6 years of age. A player's age on the 31<sup>st</sup> December in the current year shall determine the group the player is registered in.
- e) The Management Committee shall decide each year the format of the NSG (5-6 years) program.
- f) BNA reserve the right to organise other fixture competitions e.g. using approved modified rules on a non-competitive basis or for ID players as they may see fit and sees a need.
- g) Add part of Net Set Go going to a competitive division – as per minutes.

## 1.2 Team Grading Procedures

- a) Clubs are to nominate their teams into a division (based on previous years grading) based on the skill level of the players in the team. Clubs are asked to not “stack” the division by playing teams of high skill level into a lower division.
- b) Paper grading will be conducted as follows;
  - i. Clubs will be required to submit team sheets (as printed off NetballConnect) to BNA nominating each team into a division
  - ii. Based on information supplied by clubs and from BNA records, the grading sub-committee will make a grading of all nominated teams.
  - iii. Final grading must be submitted, by the grading sub-committee, to the Management Committee for final approval.
- c) The Management Committee reserves the right to move teams into a division other than the one nominated by the club, if they deem necessary, except in unforeseen circumstances when late registrations strengthen a team/s unrealistically, after the completion of round 5 of fixtures.
- d) Where there is a change to the structure of a division after round 5 all teams in that division will revert to zero points unless otherwise determined by management committee.

## 1.3 Registration Procedures

### *See House Rules*

#### a) **Player Registration**

- i. Each club is responsible for ensuring that their players complete the NetballConnect online registration form. The club will then provide BNA with a Team Sheet listing the detail of the players on the team.
- ii. Players are not allowed to compete in any fixtures until they have completed the NetballConnect online registration form, a copy of the updated team sheet has been provided to BNA by the clubs registrar and all relevant fees are paid to BNA via NetballConnect.
- iii. Should a player injure themselves or be unable to continue playing throughout the season, it is the responsibility of the club to send an email to BNA requesting the refund. The email must include all information about their player including the last game they played, reason for refund etc. **Refunds are determined by the BNA Management Committee** – See Appendix A for refund table.
- iv. Should a skilled player/known top player wish to be registered in a lower division than played previously, the club must submit an email to BNA seeking approval to change, 24 hours prior to the game they wish to play in. Approval should NOT be assumed, and the BNA Management Committee will advise the club if approval is given. If a team is strengthened considerably by the late transfer, the management committee has the right to upgrade the team at any time.

- v. No player may compete in semi-finals or finals unless the player has played in their respective club five (5) times during the fixture competition concerned.
- vi. Players are not allowed to register in more than one (1) team or club at any one (1) time.

**b) Team Registration**

- i. Team registration shall close on a date to be fixed by the Management Committee each year.
- ii. After this date, the only team entries to be accepted will be those which take up byes in the corresponding divisions.
- iii. Initial registrations of five (5) players, at least, must be included on each team registration form.
- iv. The only team sheets accepted by BNA are those printed from the NetballConnect system. Team sheets shall consist of names of the players to be registered in that team.
- v. Players may play in a higher division until they have played eight (8) times above their division, including semi-finals and finals, at which time the said player/s are automatically deemed members of the last highest division team played in. No such player can then play below that division during the remainder of the fixture season. Said player is not allowed to play in a lower division once they have been moved into a higher division team for the remainder of the season.
- vi. Teams have the right to play new registered members up to semi-finals; all fees to be paid prior to taking the court. Failure to comply with this ruling shall result in the penalty as in 1.6 (j).

**c) Transfer of players between clubs**

- i. In the event of a team or club disbanding, its member shall email BNA's Management Committee seeking approval to join another team/club.
- ii. The transfer of a player now happens on Netball Connect however to ensure the integrity of the transfer process and to ensure players do not club hop leaving unpaid fees the following below must still occur:
  - a) A clearance form must be obtained to transfer from one club to another either during the season or from one season to another, regardless of the time lapse since they last played. This must be endorsed by both the previous club president and the new club president. One (1) transfer per season will be granted, unless due to unforeseen circumstances the Management Committee may decide otherwise.

**d) Insurance**

- i. Details of the player insurance can be found on the BNA website ([www.bundabergnetball.com.au](http://www.bundabergnetball.com.au)) under the insurance tab.

- ii. Any incident which may result in an insurance claim being submitted must be reported to the Management Committee via the BNA office immediately following the incident and an injury form filled in and returned to the secretary of BNA in person or via email [bundynetball@hotmail.com](mailto:bundynetball@hotmail.com) .
- iii. Submission of all claims for insurance are the responsibility of the person claiming although they must seek verification from BNA before forwarding to the insurance company [www.vinsurancegroup.com](http://www.vinsurancegroup.com) .
- iv. BNA accepts no responsibility for any injury claim by a player if a club has not supplied all relevant information pertaining to the player as required by the insurer.
- v. BNA accepts no responsibility for any claim by a player who is not registered at the time of injury.

**e) Unfinancial Membership**

- i. Any club which has not paid all outstanding accounts prior to the commencement of semi-finals of the competition shall be declared unfinancial and shall not be eligible to participate in the final series.
- ii. Any individual player who is reported to the BNA as being unfinancial shall be ineligible to affiliate with any other team until the original debt has been cleared.
- iii. At completion of the current season, all clubs are to supply to BNA a list of any unfinancial members to aid clubs know who is financial and who is not. Once a club has received money off these members, they must notify BNA Management Committee.

**1.4 Club uniform**

- i. No player shall be allowed to compete in competition matches unless wearing the registered uniform of her club, unless approval is granted from the Management Committee.
- ii. Bikini brief or shorts are not permitted but volleys, bike pants or boy-legged pants may be worn but cannot go past the bottom of the player's dress.
- iii. If a player is required to wear any guards which contain plastic or metal or gloves a medical certificate must be provided to the BNA Management Committee for approval prior to the wearing of such items. Prescription glasses are worn at the players own risk.
- iv. Gloves are not to be worn except under medical advice. No jewellery is to be worn under gloves, if permission has been granted, and nails must be cut short.
- v. It is the clubs' responsibility to see that all its players are in the registered uniform. If there is a valid reason for a player being out of uniform, then prior permission must be obtained from the BNA Management Committee.
- vi. As per Sun safety protection measures for players, wearing an appropriate sun-shirt under the uniform is allowed for members across all divisions provided it is not loose fitting.
- vii. An appropriate black, white or nude under-shirt may be worn.

## 1.5 Competition Constitution

### a) Constitution of Play

Except as specially provided for below the rules of play in all competition matches shall be those approved and adopted by the AANA and set down in the official rule book

### b) Team Membership Regulations

- i. If a club enters more than one (1) team in BNA fixtures no player shall be allowed to play in a lower division than the one in which she/he was originally registered for that season.

**PENALTY:** no points or goals to be awarded for the match to the offending team/s. The non-offending team/s retains their points attained for the match.

- ii. Where it occurs a club has more than one (1) registered team in the same division, the players cannot be transferred from one team to another without the sanction of BNA.

**PENALTY:** no points or goals to be awarded for the match to the offending team/s. The non-offending team/s retains their points attained for the match.

- iii. A club which has one (1) team in one (1) division and is short a player, for a semi-final or final in a higher division, may bring up a player from one (1) of their lower division teams provided that she/he has played with her/his club five (5) times during the season.

**PENALTY:** loss of game.

- iv. To be eligible to play in the semi-finals or finals matches a player must have played in at least five (5) competition matches with their club.

**PENALTY: loss of game**

- v. If it is necessary for a player to complete five (5) matches pursuant to paragraph (iii) and (iv), and should a bye occur during that period of the five matches, it shall be deemed that the player is eligible to play in the finals for that club.
- vi. If it is necessary for a player to complete five (5) matches pursuant to paragraph (iii) and (iv), and should a fixture be cancelled due to wet weather occur during that period of the five matches, it shall be deemed that the player is eligible to play in the finals for that club.

- vii. In the event of a team forfeiting three (3) matches in succession, and no reasonable excuse is tendered to the Games sub-committee, it shall be dealt with by the Management Committee.
- viii. A team failing to sign the scorecard before the scorecard is submitted to the office at the completion of the game.

**PENALTY:** loss of competition points and no points or goals awarded for the match to the offending team/s. The non-offending team/s retains their points attained for the match. In the event of this occurring in the final series, the game win will be awarded to the non-offending team.

- ix. A team playing a non-registered player in any game in the fixture season.

**PENALTY:** loss of competition points and goals to be awarded for the match to the offending team. The non-offending team retains their points awarded for the match.

- x. A person other than the registered player signing the scorecard.

**PENALTY:** loss of game points for the offending team.

#### **c) Duration of Play**

##### ***See House Rules***

Where there is limited time, games times will be determined by the Games sub-committee with approval by the management Committee.

#### **d) Scoring and Time Keeping**

- i. There will be no changing of scorers during the game except in the event of injury, illness or emergency.
- ii. Scorers should be together beside the court in line with the centre circle, and jointly carry out the responsibility of scoring.
- iii. For the duration of the game, the scoresheet must remain at the bench, this includes breaks.
- iv. It is suggested scorers share the scoring responsibilities and take turns to score each quarter, with the other scorer calling attempts/success at goals.
- v. The Registrar of BNA can only accept the score as kept on official scorecard by the scorers. Scores by spectators cannot and will not be considered.
- vi. The official scoring notion is a! (bat) for a successful goal and a o (ball) for an unsuccessful attempt.
- vii. Live scoring, when available, using NetballConnect will be initially trialled for Division 1 in addition to the scoresheet at the earliest possible time. After a successful trial period it will move to other divisions in a staged plan.

- viii. If a protest is to be lodged in reference to a score (refer to 1.6 (n)), the Registrar of BNA must be notified immediately.
- ix. The winning team is responsible for returning the completed scorecard to the office immediately following the conclusion of the game.

**e) Scoresheets**

- I. There shall be one (1) scoresheet per game, located at the side of the court on which the game will be played.
- II. It is the teams' responsibility to source the scoresheet for their game.
- III. A captain must be nominated on the scoresheet prior to the commencement of the game.
- IV. Each team is allowed unlimited substitutions per game.
- V. At the conclusion of the game, it is each captain's responsibility to ensure that they have signed the scoresheet before it is handed in to the registrar.
- VI. In the event of a player, who has played, but not their position identified, and the card has been handed in, the team will lose any points for that game.

**f) Umpiring**

- i. Are required to sign the Umpire's book and collect a player voting card from the control area prior to the commencement of the round.
- ii. Must be at their nominated court prior to the commencement of the round.
- iii. No games will commence until all umpires have signed the book for that round.
- iv. There will no changing of umpires during the game except in the event of illness, injury or emergency.
- v. The umpires are to allocate 3, 2, 1 points (3 being the highest) from the players of both teams. Only three (3) names need to be selected, taking into consideration both teams.
- vi. It is the umpire's responsibility to inform their club's umpire convenor should they be unable to fulfil a duty. Failure to do so will result in a fine (see table on page 2 of House Rules). It is the club's umpire convenor's duty to find a suitably qualified replacement and inform BNA Umpire Convenor (or umpire group) of any changes by 12 noon on Saturday by notifying their club umpire convenor or the BNA office on 41518037.
- vii. Umpire's attire are white or black bottoms (skorts, skirts or thigh length shorts) for women and men and a white BNA supplied umpiring shirt. They may also wear black leggings/tights underneath skorts, skirts or thigh length shorts. No umpire is to wear club shirts while umpiring.
- viii. A player must be 12 years of age in that year before he/she may sit for the Umpiring Theory Exam.
- ix. All umpires must hold a Foundation Umpires Accreditation certificate and Rules of Netball Exam online component, with a 70% pass or higher to be able to umpire matches that receive competition points.
- x. Both certificates will need to be provided to both their club convenor and BNA Umpires Committee person prior to being able to umpire competition games.
- xi. If a team official is dissatisfied with the umpiring of the game, they should contact one of the following officials in this order, own club Umpire's

Convenor, Member of the Umpiring Committee or the BNA Umpire's Convenor, BNA Official while the game is in progress or as soon as possible thereafter.

- xii. Umpires shall receive two (2) payments for the year to cover the game they officiate: end of June and end of September provided they have completed a current statement of supply documentation. If an umpire is not accredited with a Level 1 Course and Umpires Exam NO payment will be given.

**g) Player Points**

Each team coach is responsible for the awarding of 3, 2, 1 points for both their own team and the opposing team (3 being the highest point allocated). These names are to be written on the individual team form which is issued with the scoresheet. It is the responsibility of each team coach/team official to return this form to the office after the completion of the game and ensure the form is signed by the person completing it. The office will endeavour to contact team coaches/officials who do not complete the form correctly, (unsigned/all points not allocated), but should this not be possible, they will incur a penalty of forfeiting their own players points for that game. This is to ensure the provision of the information provided to the Management Committee is valued by all and no player is disadvantaged by points not awarded in a particular round. This information is crucial in determining the allocation of trophies at the completion of the season.

**h) Players playing up in divisions**

- i. On the starting siren, if not previously notified of a forfeit, should any team not have five (5) registered team players on the court ready to play, the opposing team captain with five (5) registered team players on court, in full uniform, may claim a win on forfeit.

A team with five (5) team members may borrow two (2) players from a lower division in the club to play, but the original five (5) registered team members must finish the match to gain the team points.

If a team has seven (7) registered team members present, then no upgraded player shall take the court unless in the case of injury or illness. Any club team which is short for semi-finals, preliminary finals and grand finals may bring up players from their club's lower divisions, providing she has played five (5) fixture games for her club during the season.

Once a player has played in a higher division eight (8) times, this includes semi-finals, and preliminary finals, she then must stay in the last team she played in. It is recommended that players borrowed from a lower division have their name added to the board immediately prior to them taking the court, so there is no dispute as to whether they have played.

A player playing up in a higher division is not allocated points from that game.



- ii. Division 6 (Ladies) can have player's fill-in from divisions 4 and 5 and fill in for division 3 or higher.
- iii. Division 5 can have players fill-in from divisions 7 and below only.
- iv. Masters division can have players fill in from division 3 and below and fill in for division 2 and above
- v. For clubs with multiple teams in division 11, they are allowed to play players across teams

**i) Eligibility for finals**

A player must have played five (5) fixture games with her registered club, by the conclusion of the fixture rounds.

In the case of a team having a bye in a fixture round, players will be awarded those games, however the player must have been registered in that team prior to the bye round.

**j) Un-financial Representative Players**

Any BNA representative player who has not fulfilled their financial commitment to BNA by the conclusion of the fixture rounds, will not be able to partake in the finals held by BNA, unless previous extensions for payments has been granted.

**k) Points**

Competition points are awarded as follows:

Win	-	3
Draw	-	2
Loss	-	1
Win on forfeit	-	3
Forfeiting a game	-	0
Bye round	-	2

**l) Final Matches**

Regardless of number of teams graded into each division, the top four (4) teams after the completion of round will move forward to compete in the final matches.

**i. Minor Premiers**

The team finishing on top of the table at the conclusion of the final round of fixtures will be recognised as the Minor Premiers.

**ii. Draw for Finals**

Semi-Finals	1 plays 2 (winner straight to Grand Final) 3 plays 4
Preliminary Finals	Loser of 1 v 2 plays winner of 3v4

Grand Finals                      Winner of 1v2 from Semi-final plays winner of preliminary final

iii. **Position in Semi-final – Number of Goals Scored**

If there is a draw on points for any of the first four (4) team places at the end of the competition or fixture and any position has to be decided by goal count, then the team having the greater positive result when goals scored against the team subtracted from goals scored for that team shall take the higher position.

iv. **Injury**

As per normal BNA fixture round.

As Per AANA Rule Book - 9.3.1 Injury/Illness or Blood.

v. **Method of Determining winner of drawn games**

In semi-finals, preliminary finals and grand finals, if the score is tied at full time, teams are to change ends and play an extra 7 minutes each way. In the event of a tie remaining at the end of extra time, teams have a 2-minute break and are to change ends and play shall continue until one team has a two (2) goal advantage. This team is declared the winner. Substitution/team change rules apply.

**m) Trophies/Medallions**

A trophy will be awarded to all eligible registered players of winning and runners up teams. A maximum of twelve (12) trophies will be awarded to each team, any extra trophies to be purchased at the teams/club's own expense.

At the end of the season, counts for any aggregate/average goaling trophies that may be available, only the goals scored in games played shall be counted; forfeit games shall not be considered. Players need to have played a minimum of ten (10) games in goal shooter/attack positions to be eligible to be considered for these trophies.

**n) Protests**

- i. A team wishing to protest shall notify the opposing team captain and the BNA Management Committee of their intention to protest within 30 minutes of the conclusion of the game.
- ii. All protests must be lodged in writing within 24 hours to the Secretary of BNA [bundynetball@hotmail.com](mailto:bundynetball@hotmail.com) clearly outlining the reasons for the formal protest. A protest fee of \$10.00 must be lodged with the protest.
- iii. The protest will then be heard before a BNA Management Committee at the earliest convenient time possible. This decision will be final.
- iv. Upon the protest being upheld, the \$10.00 fee shall be refunded.

**o) Wet Weather**

- i. A maximum of 3 wet weather rounds will be allocated into the calendar at the beginning of the season.
- ii. Once players commence the fixture, if Management Committee decide play will not continue, because of inclement weather, the whole round will be

cancelled and reallocated to a wet weather round, if time in the calendar permits.

- iii. In the event of the whole round being cancelled, the round will be replayed on one of the allocated dates.
- iv. In the event of two (2) or more fixture rounds cancelled due to weather, in a round of five (5), BNA Management Committee shall decide on which fixture round will be replayed on the allocated dates.
- v. In the event of a fixture round being cancelled part way through a round, i.e. round 1 and 2 played, 3 and 4 cancelled, these games and the points will stand if a complete division was played, if a reallocation of the round cannot happen. If the round can be allocated into a wet weather date, only those games not played will play and the points of the teams who have played will stand.
- vi. Teams that have the bye during wet weather rounds that are cancelled and rescheduled shall receive no points awarded for this round.
- vii. A completed game is one that has run for the full game time. Any game that has not completed the full game time will not be considered a completed game.
- viii. No points shall be allocated for fixtures cancelled due to rain that cannot be replayed due to time constraints.
- ix. The Management Committee will decide before the scheduled commencement of play for that day/night's matches whether the courts are playable or not.

**p) Games affected by school Sports/Functions**

Games where teams are affected by school sports or school functions will still be played on the day they are set down to be played. Should a team be unable to take the court due to lack of original players, then this team must forfeit the game. There will be a reallocation of games provided it is mutually agreed between clubs and umpires are sourced.

**q) Games affected by players away for representative commitments**

Where three (3) or more players / coach from a team are involved in BNA or higher representative commitments, that team can request the game be shifted to another mutually agreeable time and day. If less than three (3) players are involved teams should consider bringing players up from lower divisions as per h).

## Appendix A

### **2022 Players Fees**

#### **Withdrawal from Competition**

#### **Refunds (NQ fee not included):**

Before Round 1 and registered on NetballConnect \$60.50)	\$199.50 (NSG -
Round 1 – 5	\$120 (NSG - \$36)
Round 6 – 10	\$65 (NSG - \$20)
Round 10 – 15	\$NIL (NSG - NIL)
Final Series	\$ NIL (NSG - NIL)

#### **Joining the Competition**

#### **Payment (NQ fee included):**

Round 1 – 5	\$295 (NSG \$150)
Round 5 – 10	\$250 (NSG \$132)
Round 11 – 15	\$200 (NSG \$117)