

Ocean Grove Football & Netball Club

Netball Members' Handbook



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WELCOME

On behalf of the OGFNC, I would like to welcome all new and previous netballers, and their families to this Season with the BFNL - Bellarine Football Netball League.

The OGFNC aims to be an inclusive organisation where every person feels comfortable and supported in their endeavours. We encourage every member to participate in engendering this atmosphere at our Club.

There are many opportunities to participate fully in our club, social and sporting. Our committee of management are all volunteers and the saying, 'many hands make light work' is certainly true. I would encourage everyone associated with the Club to assist wherever possible in making this a successful season for all. Each year produces challenges for committee, players, officials and families as the season progresses.

This handbook should give you all the information that you need to enjoy a fantastic Netball season.

Justine Finlay - Director of Netball

(Additional comments from Director related to this Netball season will be provided as an insert to this Handbook.)

This handbook should be read in conjunction with the following documents and/or websites:

- Notice boards in Netball Club rooms
- www.oceangrofefnc.vcfl.com.au
- Rules for the Ocean Grove Sporting Club Inc
- www.footballgeelong.com.au – “BFL netball” tab
- www.netball.asn.au
- www.netballvic.com.au
- “*Official Rules of Netball*” book
- “*U for Umpiring – Exam Guide*” booklet

Disclaimer:

Every effort has been made to ensure that the information in this handbook is correct and current, however it should be noted that details may be altered as a result of changes to the following:

Rules for the Ocean Grove Sporting Club Inc

Rules, regulations and policies of:

Netball Australia

Netball Victoria

Football and Netball Geelong

MISSION STATEMENT

The primary purpose of the Ocean Grove Sporting Club Incorporated also known as and commonly referred to as Ocean Grove Football & Netball Club is:

‘To promote the physical, mental, moral and social well being of people in the Ocean Grove and surrounding areas, by the provision of affiliated sporting clubs, associated facilities and other activities.’

(Reference “Rules of Ocean Grove Sporting Club Incorporated” – a copy of which is available upon request from any Committee member)

To meet this primary purpose as a community organisation, the Club is legally and morally bound to establish rules and guidelines for appropriate behaviour and provide a safe and respectful sporting environment for and from all its members. The Club is required to meet these obligations through the implementation of transparent and appropriate policies and procedures that are consistent and fair to all members and those the Club competes with.

Our Club expects high standards of behavior from all people involved in sport and it is vital these expectations are met and the integrity of sport and our club are maintained. In this way the Club asks that each player, umpire, coach, other official, parent, spectator and administrator adhere to the Codes of Conduct as recommended by the Australian Sports Commission. The commitment to these Codes is undertaken at sign- on day by each player or parent/guardian. Full details of these codes are at Appendix 4 of this Handbook as well as the notice boards in the netball club rooms or from any member of the committee.

(Source: Australian Sports Commission – www.ausport.gov.au)

INFORMATION FOR THE NETBALL SEASON

Communication

The Netball committee believes that to act out the Club Mission Statement it is important to provide accurate, clear and regular communication with its members and their families.

This Handbook provides one means of this communication.

Other means of communication to members and players may include:

- Committee members
- Team coach
- Team manager
- Club website
- Notice boards in the netball club rooms
- Newsletter
- Other notices

The Club believes in two way communication and encourages constructive questioning and feedback. There is a suggestion box in the netball club rooms should you wish to give feedback.

Club Website

The Ocean Grove Football Netball website www.oceangrofefnc.com.au and the notice boards at the netball club rooms are the source of information for all club members and their parents/guardians. It is important that each member familiarize themselves with this information so that they can keep up to date with day to day occurrences in the Club.

On the website the Netball tab drop down box has the following links:

- **NETBALL Seniors**
- **NETBALL Juniors**
- **NETBALL Fixtures and Results**
- **NETBALL Committee**
- **NETBALL Coaches**
- **NETBALL Court locations**
- **NETBALL Handbook**

This includes all information on committee members, coaches' details, training and game information, court locations, sponsorship and awards as well as merchandise and other social and netball related activities.

Club Committee

The Ocean Grove Football Netball Club committee structure is outlined in the Rules of the Club.

Contact details for committee members are available on the Club website.

Netball Sub Committee

According to the Club rules the Director of Netball together with the Netball Sub-Committee, ensures the efficient operation of all netball teams.

The Netball Sub-Committee is generally referred to as the Netball Committee.

The Organizational Flowchart of the netball committee is at Appendix 1 of this Handbook.

Parental and Family Involvement

The Netball committee welcomes all parental and family involvement at all levels of the club. If you wish to share your skills and attributes with the Club please speak to any member of the committee or to the Director of Netball.

Membership

There is a cost to become a member of OGFNC. Full details of current Club Memberships costs are available on the website.

There is also a requirement to have Netball Victoria (NV) membership to play netball. This fee covers injury insurance.

The NV website gives full details of this membership and a link to the insurer and entitlements. More information regarding injuries included later in this handbook.

Players and officials must not participate in any training, including pre – season training session or game unless they are the holder of a current Netball Victoria membership.

Dates & Fixtures

Club Dates

Full, up to date details of all Club dates are available on the Club website or netball rooms notice boards.

Below are a summary of netball related activities and the approximate dates of the season when they are generally held.

- Pre season Determined by the coach/s and committee. May be November/December of the previous year and/or January of the current year.
- Selection Trials Seniors..... February
- Selection Trials Juniors February
- Umpiring Courses..... Throughout the season when needed, determined by the Umpire co coordinator in consultation with Surfside Netball Association.
- Coaching Courses..... Foundation – dates on Club website
- Coaching Courses..... Development – dates on visit Club website
- Other Coaching courses and workshops are generally determined by demand and information is available through the Football & Netball Geelong website.
- Team Managers' Workshops.. Held on needs basis and information is available on the website and on the notice boards in the netball rooms.

- Senior Vote Count Night: August / September.

Generally held as a Netballers only function. However on occasions this night has been held in conjunction with Senior presentation night.

- Junior Vote Count Night: August and generally held with Committee and Coaches only.

- Senior Presentation event September or October. Senior netball presentation is held in conjunction with the Senior footballers and is one of the major social functions in the Club's social Calendar. It is usually considered to be a compulsory event for senior players of the club.

- Junior presentation event September.

Generally junior presentation is held for all junior teams. The committee will decide each year if the 19/U team is to be included in the junior or senior presentations. This will depend on the ages of the players of that team.

- Other dates: As determined by the committee for junior and/or senior social and netball training functions.

Game times

The netball season generally runs in line with the football fixture from April to August with finals being held through August and September.

Full details of fixtures, including game times are available through the Club website and on the notice boards in the netball clubrooms and detailed in a season brochure usually emailed to each member. Hard copy of this is available to any member upon request to any committee member.

Games are generally played on Friday nights and Saturdays, with the under 11 competition held on Tuesday evenings, however depending on player numbers, teams may be entered in other competitions as determined by the Committee, this may include mid week and/or evening competitions.

Finals

Finals are sometimes played on Friday nights, Saturdays and/or Sundays. Players will generally be given this information at the beginning of each season. Again this information will be made available through the Club website and on the notice boards in the netball rooms.

The decision on entering teams in competitions other than on Saturdays with BFNL, is based on player numbers, skill levels and availability of coaches and other officials.

Coaching

Players will have access to the best available coaching.

Coaches will be given opportunities to obtain or extend their coaching qualifications and where possible these costs will be met by the club.

Coaches are expected to attend meetings or workshops as determined by the club relating to their role as Coach.

Coaches are expected to adhere to the Club mission Statement and the Codes of Conduct supported by the Club.

Sporting Ground Venues

Games are played at various venues within the competition. The location of netball courts are available on the website and on the notice boards in the netball rooms and copies can be obtained by speaking with any committee member or team manager. Home games are played at Shell Rd Reserve.

Uniform

The netball committee will approve the netball uniform taking into account the latest information and the costs involved.

The uniforms are at an additional cost to players and are not currently included in the price of Club membership.

The Club will make uniforms available for purchase.

It is a Club expectation that uniforms will be worn correctly and appropriately at all times.

In addition to the uniform it is expected that players will wear safe and appropriate footwear, skate shoes or “volley” type shoes are not considered suitable to either play or train in.

Hair should be tied back out of the face and, in accordance with netball rules, nails should be cut short.

Jewellery, including fitness bands, is not permitted to be worn during any training session or game.

Uniform - Match Day

The uniform is currently as follows:

A Line sports dresses and matching bike shorts with white socks.

This uniform is available from the Club for all age groups. All uniforms are compulsory. Bodysuits and A Line sports dresses are at a cost of approximately \$100 from the uniform team within the Committee. Second hand uniforms may be available from families in the Club or speak to the Uniform Coordinator.

Other team uniforms, including All Abilities Team (as applicable) will be determined by the committee.

Uniform - Training attire

Sponsored training attire, if and when provided must be worn by the requested players. On occasions this has been whole Club sponsorship and on occasions just for Juniors. Players are expected to show support for our sponsors and this is one way of doing so.

Training attire should always be appropriate to netball.

In recent years both the training tops and the game day tops have been part of the training and game day uniform.

Merchandise

The Committee will determine if and when the Club will have merchandise available. This may include jumpers, coats, track pants, leggings, short or other clothing items.

These items are NOT mandatory and are an additional cost to members. There is usually an element of fundraising to the sale of these items and members are encouraged to support if they are in a position to do so. Every effort is made to ensure that merchandise products are of a high quality and cost is kept to a minimum.

Sponsorship

The Ocean Grove Football Netball Club is very fortunate to have numerous businesses which support our Club.

A full list of current sponsors of our Club is on the website and match day sandwich boards.

These businesses provide much needed resources for us to drive the many programs of the Club. Sponsors generally make agreements with the Club because they have a commitment to sport and our Club. They deserve our support and loyalty. We ask you to consider using our sponsors when you are looking for products and services. If we continue to support them, they will continue with their sponsorship of our Club. We thank them for their commitment to sport in our local community.

If you know of a business within our community who would be interested in sponsoring our Club please speak to any member of the committee who will pass information onto the Sponsorship Coordinator.

PROCEDURES

There are a number of procedures which relate only to netball. These are included in this handbook and are reviewed as deemed necessary by the Committee.

All procedures and policies will be developed with consideration to the following:

- Rules of netball
- Policies and procedures of Netball Victoria
- Club mission statement
- Codes of Conduct as recommended by Australian Sports Commission

Below is a list of current procedures and the committee has the discretion to create others, however every effort will be made to ensure consultation with broad cross section of members occurs prior to development.

Club Procedures

1. Awards
2. Complaints, Grievance & Resolution Procedure
3. External Commitments Procedure
4. First Aid & Injury Procedure
5. Game Day Procedure
6. Junior Netball Development Policy
7. Rotation of Junior Players
8. Team Selection Process
9. Training
10. Umpires
11. Working with Children Check

Awards

Sponsorship is usually obtained by the Committee for awards. Most teams will receive awards which are generally given each week.

These awards are in addition to the Club and League Best and Fairest votes which are usually given to players by the umpires and announced at the end of the season.

When the weekly awards are available, they will be given by coaches (or nominees) at their discretion for a variety reasons.

These reasons include but are not exclusive to: -

- Skill
- Dedication
- Perseverance
- Following instruction
- Team player
- Attitude
- Commitment
- Good sportsmanship
- Encouragement

The purpose of these awards is to encourage and reward any or all of the attributes that the Club promotes within our sporting community. A player that persists on game day to perform a set play that the coach has given them at training deserves recognition, just as a skillful player deserves recognition from time to time to encourage them. This is in keeping with the OGFNC Mission Statement.

Best and Fairest Votes

The Committee will nominate a person who will be responsible for the Club best and fairest votes. It is the responsibility of this person to ensure that the votes are not tampered with or altered in any way and they are kept safe and secure until the vote count night.

Complaint, Grievance & Resolution Procedure.

The OGFNC has adopted the Complaint, Grievance and Resolution Procedure *(detailed in Appendix 5 at the back of this handbook)* to provide members with a structured and fair system to resolve any grievances, complaints or concerns that may arise when they feel they have not been dealt with fairly and/or reasonably by another member of the Club, by the Association or where they have identified a concern regarding the welfare of another player.

The Club's commitment to this procedure is detailed below and all cases will be treated seriously and confidentially throughout the process.

The OGFNC is committed to providing all members with the following: -

- A standard of behavior as required by organization and individual codes of conduct to be accepted and signed by all members.
- Prompt action when a concern, complaint/allegation is made
- A documented Complaint, Grievance and Resolution procedure with simple clear steps, a set timeline and a detailed description of all parties' responsibilities
- Confidentiality respect, dignity, fairness and a common sense approach achieved by ensuring that:-
 - All members have the right to be informed of the details of a complaint whilst maintaining confidentiality of complainant if applicable
 - All parties to a complaint have a right to be heard and respond

- Any party who has raised a concern around the welfare of a player/member has a right for confidentiality to be maintained
- Any party who has had a concern raised regarding their welfare has a right to be protected and offered mentoring if required
- All submissions and evidence will be impartially considered
- The decision maker will not be unduly influenced by any party to a complaint and will always uphold the rules of impartiality

If a conflict of interest arises during the process of resolution for any party the matter will be referred to the committee for discussion while at all times maintaining confidentiality of the complainant.

It is important that every member is aware that there are several options for grievance resolution and or concerns raised, both formal and informal. The procedure provides a structure for handling any concerns in a confidential, impartial, professional and respectful forum.

External Commitments Procedure

The Ocean Grove Football Netball Club recognises that from time to time players may have commitments or responsibilities that prevent them from fulfilling all the requirements of our sporting club. Members and players are valuable contributors and as such we are prepared to accommodate and work with any player or member who may for a period of time need to meet other commitments outside our sporting club.

Any person wishing to continue their support of our Club while meeting other commitments should discuss the matter with the Senior or Junior Coordinator.

First Aid & Injury Procedure

All coaches and trainers will make every effort to ensure that all training and games will be the safest that is possible. It is the intention of the club that injuries will be kept to an absolute minimum. This includes age and skill appropriate training drills. However, given the nature of the game it is unrealistic to believe that there will be no injuries.

In accordance with Netball Geelong By-Laws all teams will have a designated First Aid Officer for every game. In the event of injury during competition or at training an incident Report is to be completed by the player and/or nominated first aid person. Incident Report documentation is located in each of the First Aid Kits and in the injury Register in the clubroom. The completed report must be returned to the Junior or Senior Coordinator at the end of the round/training session or as soon as practicable thereafter.

It is highly recommended that all players have Ambulance cover before participating in any club game /activity of training. If an official of the Club calls an ambulance and a player does not have ambulance cover, the cost of any attendance or transport will be the responsibility of the member.

It is the responsibility of all coaches, parents / guardians and other officials to act on any information relating to an injury and to take necessary action.

Major Injury

Any netball player who sustains a suspected major injury* during a sanctioned OGFNC training session or match will take no further part in training or match in which this injury occurred. Any player with a major injury will be instructed to seek a medical practitioner's opinion and subsequently will not be able to resume training or playing with our Club until a written approval to recommence training and / or playing from a medical practitioner is received by the Club.

**Major Injury for the purposes of this Netball Handbook is defined as an injury causing such discomfort that the player is unable to continue physical activity within the match or training session. A Major injury usually results in the player being unable to move the injured area of body (eg not limited to the bone, muscle, ligament ; knee, leg, ankle, arm, elbow ,fingers or eyes) without assistance and/or further pain.*

Some examples of major injuries are detailed below;

- Head Or Neck Injuries

Any netball player who sustains a suspected concussive blow to the head and / or neck during a sanctioned OGFNC training session or match will take no further part in training or the match in which the incident occurred. Any player with suspected concussion will be instructed to seek a medical practitioner's opinion and subsequently will not be able to resume training or playing with our Club until a written approval to resume is received by a Junior or Senior Co-ordinator.

Injury sustained by a Senior Player.

It is the responsibility of a senior player to ensure that they advise an official if they are injured and to not take further part in a game or training when they know they are injured.

If at any time, a senior player seeks medical advice, then a medical release will be required before returning to OGFNC match or training. The player will then, be observed by Coaches and Mentor's to assess their fitness for play.

Injury sustained to a Junior Player.

An injury to a junior player will be assessed in consultation with the junior co-ordinator, coach ,junior player and their parent/guardian, before they are able to resume match or training with OGFNC.

If at any time, a junior player seeks medical advice, then a medical release will be required before returning to OGFNC match or training. The player will then, be observed by Coaches and Mentor's to assess their fitness for play.

It is the responsibility of all coaches and other officials to act on any information relating to an injury and to take necessary action. It is the responsibility of a player to ensure that they advise an official if they are injured and to not take further part in a game or training when they know they are injured.

Your membership with Netball Victoria (VNA) covers members for injuries incurred while playing, coaching or umpiring the game. The insurance is limited and further information can be obtained at www.willisnetball.com or through the Netball Victoria website www.vic.netball.com.au

The Club strongly recommends that each player has private health insurance.

Game Day Procedure

- Players must be courtside at least 30 minutes prior to commencement of their game, or as required by the coach, ready to take part in warm up.
- Players with braces or taping requirements should arrive earlier than the recommended times for matches to ensure they are ready to begin on time.
- Strapping of pre existing injuries prior to a game is the responsibility of the player. Trainers are available on Saturdays for strapping however it is recommended that prior arrangements be made, directly with the trainer.
- From the commencement of warm up and throughout the game, the player is the responsibility of the coach.
- Players must sit on the official bench. At each break and until warm down after the game, players are to stay with the coaching bench.
- In accordance with the Rules of Netball spectators are not permitted on the official bench
- Post match players are required to cool down, stretch and listen to the coach for a game debriefing.
- Junior awards will be presented post match.
- Senior players are encouraged to remain after the completion of their games to support the footballers.

- Any Senior weekly awards will be presented post match. All seniors are encouraged to attend the clubrooms for announcement of award recipients after the completion of the senior football match.

Junior Netball Development Procedures

The Ocean Grove Football Netball Club believes that all young people should have the fundamental right to be physically active and participate within netball. Our Club decisions are based on Netball Australia principles of equity so that individuals are not affected negatively by ability, body shape, disability, ethnicity, gender and sexuality, geographical location and socioeconomic status.

Netball should be planned around the needs of young people to make it a positive and quality experience for them. Young people want:

- to keep good friends and make new ones;
- fun, excitement and enjoyment;
- to experience challenge, achievement and personal responsibility;
- to be personally satisfied;
- to use and improve their skills and to be healthy.

Early netball experiences will impact greatly on the uptake and continued participation of juniors in the sport. It is important to motivate and encourage our young to stay involved. As such our programs need to be developed and conducted in a way that best caters for their development.

We are aware that young people develop both physically and psychologically at different rates. We will endeavour to recognise and accommodate different stages of learning and development within young people and aim to give them the opportunity to reach their potential, regardless of their current level of ability.

The Ocean Grove Football Netball Club is committed to helping:

- create a safe and supportive environment for enjoyable participation
- encourage lifelong involvement
- provide an environment for the development of skills
- foster social interaction and encourage good sporting behaviour
- provide equal opportunities for all young people to participate in netball programs and competitions
- encourage and actively cater for talented young sports people
- develop a consistent and coordinated approach to all netball programs within our Club

Ocean Grove Football Netball Club supports the development of all junior players by encouraging each and every individual to play at a level appropriate to their ability. (*Refer to Netball Australia's 'Junior Netball Policy' available on request*)

As such, players will not be placed in teams based on where their friends are playing or times, days they are available.

Netball Australia and Netball Victoria continue to develop pathways for juniors who wish to further their experience and skill to attain the highest level. The Ocean Grove Football Netball Club recognises and acknowledges the need to provide pathways for talented juniors.

In keeping with this philosophy each year the Senior Coach, in consultation with the Junior Coordinator and coach may identify and nominate junior players to bench on a senior team.

The purpose of this is to provide experience in a variety of areas including exposure to senior games in either A or B grade. This will not preclude any junior from playing in their respective age group (*as per BFNL By Laws*). It will encourage talented young players to strive to better their skills and experience and will strengthen the depth and talent of the Club from senior levels down.

Player Development Squad Selection Criteria

Refer to APPENDIX 3 – Junior Netball Team Selection Policy for detail regarding selection for Development Squad

This Player Development selection criteria is designed to help identify and select potential club netball players/leaders who will assist the Club to continue towards forward growth and progress in the future. The Player Development Program will provide a pathway for these players to develop their skills in all spheres: netball, interpersonal, social and emotional.

Each player selected will be identified to have a skills set that meets the following criteria and /or has demonstrated their suitability or potential to develop these sets of skills.

Selection Criteria

Personal

- To be aged between 15 and 18 years (*must be turning 15 during each new season*)
- Demonstrates a high dedication and commitment to improving their netball, mental and physical skills
- Demonstrates natural leadership qualities
- Has good communication skills individually and in a team environment
- Demonstrates a calm and controlled personal manner
- Demonstrates a confidence and determination to succeed

Netball

- To be available for all training sessions, as directed by the coach
- Be highly receptive to specialist coaching
- Have an even on court temperament (accepts umpires decisions, does not get flustered)
- Demonstrates on court strength and stamina (does not give up, remains positive)
- Demonstrates a good level of agility and adaptability (able to play where required)
- Demonstrates excellent reflexes and on court awareness (reaction & recovery)
- Demonstrates a clear team focus as opposed to individual play (team player)

Rotation of Junior Players

The OGFNC fully supports the Netball Australia Junior Netball Policy.

In accordance with this Policy the Club believes in full rotation of 11&U and 13&U players. This involves equal court time in every position on court throughout the home and away season.

Equal court time means that where practical each player will play every position on the court an equal amount of time. Coaches or their nominee will keep a record of this.

Equal court time will be given to all players of other junior teams. 15& U and 17&U players can expect to have equal court time throughout the home and away season with the development of specialised skills

During the finals series junior coaches will select the best available team. This may mean that some players get more time than others during the finals series.

It should be noted that equal time and rotation applies to all junior players who are fit and available for all games. If for example players are absent through injury, illness or other unavailability this may result in less court time overall.

Team Selection Process

The selection of both junior and senior teams is conducted in accordance with the adopted policies:

Open Grades Team Selection Policy – at Appendix 2.

Junior Netball Team Selection Policy - at Appendix 3

The Committee will invite independent persons experienced in netball as players, coaches and junior coaches to attend over the selection period to score all those participating in the selection trials.

The selection panel will tally the scores as marked by the selectors and together with feedback from the previous year's coaches undertake to allocate individuals to the most suitable teams.

The criteria upon which the coaching and selection committee will allocate individuals to each team are based on the following:

1. Netball Ability
2. Team Position Balance
3. Versatility
4. Attitude/Behavior towards other players, coaches and parents and the selection process
5. Commitment, as a player, to Ocean Grove Football Netball Club both on & off the court

There will be no movement between grades during the season except under extenuating circumstances. Any movement will be at the discretion of the committee in consultation with the relevant coordinator and coach/s.

If after considering the above selection process you have concerns or issues regarding selection please address these immediately with the Senior or Junior Coordinator. If discussion with the relevant Coordinator does not resolve your concerns you may raise the matter with the Communications Liaison Coordinator who will assist with mediation between you and the committee in an attempt to resolve the issue to the satisfaction of all concerned.

Training Procedures

The Senior & Junior Coordinators in consultation with the Senior coach will determine pre season and other training requirement each year.

Generally Senior and Junior pre-season training will commence sometime in January of each season. However this is subject to change and members are encouraged to check the web site for full details.

Pre season sessions and selections are considered to be training and players are expected to attend or advise the Junior or Senior Coordinator the reason for non attendance.

Permanent training times will be announced after teams and coaches have been finalised. These times will be dependent on court, coach and team member availability. The Club website will publish final training times and will be available on Netball Club notice boards and any newsletter.

Players of our Club at all levels are required to attend training sessions as notified by their coach. If unable to attend training or match days a player, senior/junior, must notify the coach.

Players are expected to wear suitable attire and approach each training session with commitment and a positive attitude.

The same codes of conduct apply to training as they do to games. (*Refer to Appendix 4 for full details*)

Respect and courtesy are to be shown to all members of our Club including team mates, umpires, coaches and officials. No player is to leave a training session without first getting approval from their coach.

Umpires Procedures

The Umpire Coordinator's role is to support, mentor and develop trainee umpires. This includes rostering umpires for all games, organising payments and training young umpires to undertake exams and badge grading.

The Coordinator will allocate each umpire to an appropriate level game but will challenge and encourage each one to improve and extend her/his skills.

Pathways for umpires include:

- Workshops – beginners
- General Principle Course
- Participation in Rules in Action Workshop
- Umpire Development Program
- Individual Development & Assessment

Assessment for umpires is based on theory exams, practical evaluation and self-reflection.

As a Club we fully support the development of our umpires and expect that all players, coaches, parents and supporters will behave in an appropriate and acceptable manner during games. Harassment, negative criticism and abuse are not acceptable. Trainee umpires and all umpires deserve tolerance and respect. We need to remember that without our umpires we have NO GAMES.

All members of the Club will support our umpires and the development of our umpires.

The Club also acknowledges the ongoing relationship with Surfside Netball Association and the opportunity and support it provides to our umpires, particularly our trainee umpires.

Working with Children Check

The Victorian Government through the Department of Justice has introduced the 'Working with Children Act 2005', which has distinct implications for the conduct of all sporting organizations.

The WWC Check applies to adults who work with children or are engaged in volunteer roles involving children (under 18 Years of age). The WWC Check applicable in Victoria is the mandatory minimum standard for a range of child-related industries.

The WWC Check now covers all areas of administration, officiating, coaching and overnight supervision at camps and clinics. People working or volunteering in connection with the Ocean Grove Football Netball Club are required to apply for WWC Checks. **If a WWC Check application has not been lodged, it is an offence to undertake any child-related work, paid or voluntary in connection with OGFNC.**

The Club will require any person volunteering to work with the juniors to provide full name and WWC Check card number and expiry date. A photocopy of the card will be required to be kept with the WWC register maintained by the Club. It is a requirement of Netball Australia that OGFNC must enquire into the background of those applying for, undertaking or remaining in any work (paid or voluntary) that involves direct and unsupervised contact with people under the age of 18 years. As such all volunteers working with children under the age of 18 years of age will be required by the Club to complete and sign a Member Protection Declaration.

For further information refer to: <http://www.justice.vic.gov.au/workingwithchildrean>

OTHER INFORMATION

Read the Play Program

The Ocean Grove Football Netball Club supports the Read the Play program.

“READ the PLAY” is a mental health literacy program designed for junior sports clubs. The program targets the under-16 football and 15 & Under netball clubs within the Geelong, Geelong and District, and Bellarine leagues. The program is delivered at the Club by mental health workers, in conjunction with the Club’s Player Wellbeing Officer. The format of the program is interactive and designed to engage young people through a series of team games.

The Kempe Group is the major sponsor of the initiative. Other key sponsors and support organisations include City of Greater Geelong, Headspace Barwon, Alcoa, Lions Club of Leopold and Geelong, De Grandi Cycle and Sport, Geelong Taxi Network, and the Bendigo Bank

The Aim of the program is to:

- Increase knowledge and awareness about mental health problems
- Increase knowledge about local support services
- Increase confidence and skills in guiding our youth to relevant support services

One in four young people between the ages of 15 – 24 will experience a mental health problem in any 12-month period, 75% of mental illnesses first occur in people aged 15 to 24, yet only one in four young people with mental health problems receive professional help.

The OGFN Club is acutely aware of the importance of mental health as well as physical health in our community and fully support this program. All 15 & Under netballers will be required to attend an informal games night once during the season. The Club also supports and will take part, wherever possible in any other functions which support this program.

If parents/guardians or players have concerns or questions regarding this games night or the Read the Play program they should contact the Player Well Being Officer.

Social

The Club will conduct a number of social activities throughout the season involving netballers and footballers. Some of these events may be deemed compulsory for senior players.

Other social events are held for junior members and are age appropriate. On occasions throughout the season, teams and age groups hold social events which are approved by the Junior Coordinator and/or Committee, to develop and encourage team building and interaction between and across age groups. Your participation in these activities is encouraged and welcomed. Please refer to our website: oceangrovefnc.vcfl.com.au or on the netball room notice boards.

Canteen & Clubroom Maintenance

Each home game involves a number of activities in setting up, conducting the day and packing up. It is expected that every member of the Club contribute to the successful running of each home game.

At the beginning of each season a roster will be prepared to assist in the running of the canteen, upkeep of the clubrooms and packing up at home games. If members can not perform the tasks as rostered, they are required to make arrangements with other members to swap the task or date.

Netball Club History and Future Goals

A Brief History of Ocean Grove Football Netball Club

©*The Grubbers that Grew – 2001*

The beginning of netball in Ocean Grove pre-dates the Ocean Grove Football Netball Club with girls and ladies travelling into Geelong via bus and cars on a Saturday to compete in the Unity Netball Association at Kardinia Park.

It was not until 1974 that the Club commenced playing in the Bellarine & District Netball Association with A, B & C Grade teams. The BDNA had formed two years earlier and most Bellarine teams had joined by 1974.

June Butters and Betty Beaton formed the first netball committee. These innovative women saw a real need to give girls in the town the opportunity to play netball without having to travel into Geelong. The first meeting was held at the Butters house with June as President and Betty as Secretary. The three sides were entered in Bellarine competition.

The site for the games was the ladies basketball court behind the Recreation/Scout hall in The Avenue – yes that is what it was called in 1975! Did you know that it was not until the late 1970s that the name NETBALL replaced “ladies basketball” as the official name of the game? No Ocean Grove teams played in finals in the first year. However from 1975 Ocean Grove has always appeared in finals, with the Club having only a handful of years where senior teams did not appear in at least the first finals week.

It took Ocean Grove 12 years to achieve their first A Grade Premiership in 1986, however in the preceding years there were countless junior premierships and even a masters (veterans) premiership.

Over the years Ocean Grove has continued to grow and develop in both prestige and ultimate outcomes, winning countless premierships in all grades both senior and junior and maintaining unbeaten records in some cases for as long as 12 years.

As with all clubs there have been lean years but as a Club we have always pulled together to ensure players are on the court each week proudly wearing the red and white of Ocean Grove.

The Club has always embraced the ever increasing number of junior players, nurturing many of them into senior ranks. For many years Ocean Grove was only one of a handful of clubs that refused to turn away players. Other clubs observed the resultant benefits of this and followed our lead, ultimately resulting in the Section Division competition.

The netball committees have always worked very hard to ensure games for all junior players. Over the years this has included not only Friday night competitions

at Kardinia Park but also the Life Be In It Centre in South Geelong and the Corio Leisuretime Centre. Saturday competitions outside the football draws have included the Peninsula Netball Association at Drysdale, Kardinia Park and at some point in our history there were even discussions of travelling to Werribee to ensure any junior who wanted to wear the red and white could be accommodated.

From very humble beginnings Ocean Grove netball has developed into a strong, committed club where junior players are nurtured and encouraged and senior players are welcomed and challenged.

Netball has become a hugely popular sport with many pathways for talented young players to advance. It has been with sadness that we have had to say goodbye to some of these young players over the years. We are proud of the association we have had with all of them and have endeavoured to support them in taking the difficult step of leaving our Club to advance their netball opportunities in higher level leagues. We have always done and will always do this with a sense of pride and anticipation that they will come back to their home Club, to share their skills and talents.

ADDITIONAL INFORMATION AVAILABLE ON REQUEST

- Ocean Grove Sporting Club Incorporated Rules
- Netball Australia's Junior Netball Policy
- BFNL By Laws
- Member Protection Policy
- Responsible Serving of Alcohol Policy
- Smoke Free Policy
- Sun Protection Policy

USEFUL WEBSITES

<http://www.netball.asn.au>

<http://www.netballvic.com.au>

<http://www.oceangrovecfnc.vcfl.com.au>

<http://www.goodsports.com.au>

<http://www.playbytherules.net.au>

<http://www.footballgeelong.com.au/index.php?/bfl-netball-news/>

<http://www.footballgeelong.com.au>

<http://www.justice.vic.gov.au/workingwithchildren>

<http://www.readtheplay.org.au>

<http://www.lifeline.org.au>

<http://www.beyondblue.org.au>

<http://www.headspace.org.au>

<http://au.reachout.com>

<http://www.betterhealth.vic.gov.au>

Suggestion Box is located in the clubrooms.

APPENDIX 1 – Organizational Flow Chart

Ocean Grove Netball Committee

APPENDIX 2 – Open Grades Team Selection Policy

Ocean Grove Football Netball Club

Open Grades Team Selection Policy

Our Commitment

Our Club supports an open and fair process for the selection of teams.

Criteria

Selection decisions will be based mainly on performance but also include:

- Attendance at competition, training and club/team events (Commitment)
- Good sportsmanship (Values)
- Abiding by codes of behaviour on and off the court (Behaviour)

In addition members:

- Must be financial members of the Club
- Will be selected on their performance, commitment, values, behaviour and not personal characteristics (e.g. race, sexuality or religion)
- May be precluded from selection if there is a concern about their ability to compete safely or if their participation poses a risk to others.

Members will be advised (if requested) of the reasons for non-selection.

Process

- Members will be informed in writing of the dates, location and criteria for team selection.
- Selectors will be appointed by the committee and are responsible for preseason selection decisions.
- Where possible there will be more than one selector, especially where parents, partners or other family members are involved.
- As requested, or as thought necessary, members will be provided with feedback about their reasons for non-selection and areas to improve on to be considered for selection.
- Coaches will be responsible for all decisions about team selection once the season commences.
- Concern about team selection should be discussed with selectors/coach in the first instance to try and resolve concerns. A formal written complaint to the committee should be made if concerns can not be resolved.

What we ask you to do

Selection Committee

- Ensure players are informed about and understand the selection criteria and processes.
- Make fair and unbiased decisions based on the criteria.

Players

- Make yourself familiar with the selection criteria & process and clarify any concerns with the club prior to trials.
- Talk with your coach about any concerns and seek feedback about how to improve

Reference: www.playbytherules.net.au

Policy ratified 2012 Review date 2016

Ocean Grove Football Netball Club

Junior Netball Team Selection Policy

Our Commitment

We believe that junior sport should be safe, enjoyable, inclusive and maximise individual participation. Our Club acknowledges that positive experiences in junior competition will contribute to a lifelong love of sport.

The Selection Process

The selection process occurs over a period of three weeks and involves a series of selection panels. Each selection panel is compiled of a different group of Club members and non-affiliated members of the community each week.

Members on the selection panels have been selected by the Netball sub-committee for their integrity, independence and integral knowledge of Netball as a team sport.

Each player (apart from players 11&U and 13 & U) will have the opportunity of detailing to the Junior Coordinators their three favourite positions and every attempt will be given to accommodate these requests over the three-week trial period.

Children playing in the 11U and 13 U age groups are trialled through a variety of positions and are not able to nominate favoured positions. The Club believes that at this early stage of a players involvement in Netball it is unlikely a preference has been determined. Some players may be requested during the selection process to fill positions that were not selected as their favourite positions - this may occur for one of two reasons:

1. The selection panel members identify skill areas during the trial period and wish to observe the player in those positions.

2. To assist with the team positioning dynamics as a whole. Ocean Grove Football and Netball Club encourage versatility in team sports and it is a great attribute to have during your participation in a sports life.

The final teams will be announced via an email to all players prior to the first training session. Some movement by players may occur between teams as required due to injury or unavailability. Some older age players may be given the opportunity to be extended and play for a higher age group. In all cases, movement of any player/s will be at the discretion of the Junior or Senior Coordinators in consultation with and the agreement of the player/s and coach/s.

The following observations will contribute to the final selection of players to specific teams. Please note these are not in any specific order of importance:

- Participation in selection process
- Skills level – Defence, Attack and Mid-court
- Strategic positioning/thinking
- Agility and movement around the court
- Attitude/ behavior towards other players, coaches and parents and the selection process

Please note the following situations will not be taken into consideration within the selection process:

- Inability to play at certain times
- Preferences to certain game days/nights

Also be mindful that the players age, within specific age group has minimal impact on the team selection process. It is a **combination** of all of the above observations

and considerations. This is applicable for both top and bottom age players . Eg A player who is top age should not expect to be in a certain team solely due to falling into in the eldest age group and the same is applicable for bottom age players. No assumptions regarding the age of the player and which teams they are selected within should be made.

Junior Selection Philosophy Regarding Junior Development

The management of all Junior players is conducted carefully and with consideration for ;

- the importance of girls playing with their peers,
- maintaining a sense of belonging and friendship
- feeling supported throughout the selection process and
- being able to demonstrate playing ability in a safe, organised respectful environment.

The mental health of all our juniors is of paramount important and the Club administrators take their responsibility under Duty of Care very seriously.

Opportunities for Junior players to play out of own age group

A junior player, selected in a junior side, may be eligible for experience playing in either A, B or 19's grade as a junior development player. The amount of exposure +/- game time is at the discretion of the Senior Coach and must be negotiated with the junior coordinators and relevant junior coach so as to not put their junior team at a disadvantage.

What we will do

- Emphasize to coaches and parents that junior sport is about participation, not competition

- Try to match players with others of their own ability (e.g. if there are enough players, have more than one team in an age group)
- Provide player with a broad range of experiences (e.g. court positions)
- Provide fair and reasonable playing time for all children, regardless of their ability
- Only players who have actively attended practice sessions and played during the season will be considered for court time should their team reach the final series.

What we ask you to do

Coaches

- Focus on children getting the chance to play and rotate through positions and ensure fair and reasonable time for everyone
- Focus on participation, not winning and losing
- If you do coach your own children, treat them like everyone else in the team (e.g. rotations, playing time or participation)

Parents

- Help out the coach where possible at training and games
- Encourage your child and their team
- Respect the selection decisions

OGFNC look forward to a fun and competitive netball season and your support as players and parents makes our great Club the community based sports club it is, encouraging our youth to participate and compete in a healthy sports team environment. Any questions regarding the above should be directed to the Junior Coordinator/s.

APPENDIX 4 - Codes of Behavior

Players Code of Behavior

- Play by the rules
- Never argue with an official. If you disagree, have your captain, coach or manager approach the official during a break or after the competition.
- Control your temper. Verbal abuse of officials, sledging other players, and deliberately distracting or provoking an opponent are not acceptable or permitted behaviors in any sport.
- Work equally hard for yourself and/or your team. Your team's performance will benefit, so will you.
- Be a good sport. Applaud all good plays whether they are made by your team or the opposition.
- Treat all participants in your sport as you like to be treated. Do not bully or take unfair advantage of another competitor.
- Co-operate with your coach, teammates and opponents. Without them, there would be no competition.
- Participate for your own enjoyment and benefit, not just to please parents and coaches.
- Respect the rights, dignity and worth of all participants regardless of their gender, ability, cultural background or religion.

Parents Code of Behavior

- Remember that children participate in sport for their enjoyment, not yours.
- Encourage children to participate, do not force them.
- Focus on the child's efforts and performance rather than winning or losing.
- Encourage children always to play according to the rules and to settle disagreements without resorting to hostility or violence.
- Never ridicule or yell at a child for making a mistake or losing a competition.
- Remember that children learn best by example. Appreciate good performances and skilful plays by all participants.
- Support all efforts to remove verbal and physical abuse from sporting activities.
- Respect officials' decisions and teach children to do likewise.
- Show appreciation for volunteer coaches, officials and administrators. Without them, your child could not participate.
- Respect the rights, dignity and worth of every young person regardless of their gender, ability, cultural background or religion.

Coaches Code of Behavior

- Remember that young people participate for pleasure and winning is only part of the fun.
- Never ridicule or yell at a young player for making a mistake or not coming first.
- Be reasonable in your demands on players' time, energy and enthusiasm.
- Operate within the rules and spirit of your sport and teach your players to do the same.
- Ensure that the time players spend with you is a positive experience. All young people are deserving of equal attention and opportunities.
- Avoid overplaying the talented players; ALL players need and deserve equal time.
- Ensure that equipment and facilities meet safety standards and are appropriate to the age and ability of all players.
- Display control, respect and professionalism to all involved with the sport. This includes opponents, coaches, officials, administrators, the media, parents and spectators. Encourage your players to do the same.
- Show concern and caution toward sick and injured players. Follow the advice of a physician when determining whether an injured player is ready to recommence training or competition.
- Obtain appropriate qualifications and keep up to date with the latest coaching practices and the principles of growth and development of young people.
- Any physical contact with a young person should be appropriate to the situation and necessary for the player's skill development.
- Respect the rights, dignity and worth of every young person

Administrators Code of Behavior

- Involve young people in planning, leadership, evaluation and decision making related to the activity.
- Give all young people equal opportunities to participate.
- Create pathways for young people to participate in sport, not just as a player, but as a coach, referee, administrator, etc.
- Ensure that rules, equipment, length of games and training schedules are modified to suit the age, ability and maturity level of young players.
- Provide quality supervision and instruction for junior players.
- Remember that young people participate for their enjoyment and benefit. Do not over-emphasize awards.
- Help coaches and officials highlight appropriate behavior and skill development and help improve the standards of coaching and officiating.
- Ensure that everyone involved in junior sport emphasizes fair play, and not winning at all costs.
- Give a code of behavior sheet to spectators, officials, parents, coaches, players and the media, and encourage them to follow it.
- Remember, you set an example. Your behavior and comments should be positive and supportive.
- Make it clear that abusing young people in any way is unacceptable and will result in disciplinary action.
- Respect the rights, dignity and worth of every young person regardless of their gender, ability, cultural background or religion.

Officials Code of Behavior

- Modify rules and regulations to match the skill levels and needs of young people.
- Compliment and encourage all participants.
- Be consistent, objective and courteous when making decisions.
- Condemn unsporting behavior and promote respect for all opponents.
- Emphasize the spirit of the game rather than the errors.
- Encourage and promote rule changes which will make participation more enjoyable.
- Be a good sport yourself. Actions speak louder than words.
- Keep up to date with the latest trends in officiating and the principles of growth and development of young people.
- Remember, you set an example. Your behavior and comments should be positive and supportive.
- Place the safety and welfare of the participants above all else.
- Give all young people a 'fair go' regardless of their gender, ability, cultural background or religion.

Spectators Code of Behavior

- Remember that young people participate in sport for their enjoyment and benefit, not yours.
- Applaud good performance and efforts from all individuals and teams. Congratulate all participants on their performance regardless of the game's outcome.
- Respect the decisions of officials and teach young people to do the same.
- Never ridicule or scold a young player for making a mistake. Positive comments are motivational.
- Condemn the use of violence in any form, whether it is by spectators, coaches, officials or players.
- Show respect for your team's opponents. Without them, there would be no game.
- Encourage players to follow the rules and the officials' decisions.
- Do not use foul language, sledge or harass players, coaches or officials.
- Respect the rights, dignity and worth of every young person regardless of their gender, ability, cultural background or religion.

Reference: Australian Sports Commission

APPENDIX 5 - Complaint, Grievance and Resolution Procedure

The OFGNC Complaint, Grievance and Resolution Procedure step by step process is detailed below and has been established to assist the Club in managing issues, should they arise.

The procedures have been developed using information sourced from the Australian Sports Commission - Complaints Management Division, and Netball Victoria - Dispute Resolution Guides.

Once it has been established that a complaint exists then the step by step grievance procedures should be followed.

Step 1. Informal resolution

Identification of committee representative to approach

Determine the person within the club committee structure to approach about your concern

Please note anyone on the committee is available to handle a query at this stage including Senior or Junior Coordinators, coaches, team managers.

Complaints made by a member of the Club about another member should be investigated by an unrelated person to establish the facts of the complaint. This may include speaking with witnesses or other members.

The role of the committee member approached at this stage is to;

Listen

Support and

Gain information and inform complainant of options available

Whoever is approached on the committee regarding a concern/grievance must first investigate and establish the following;

1. that a complaint, grievance or welfare concern exists (this done through compilation of facts and may include speaking to witnesses and gathering information)
2. If a complaint is made about a person or decision

Steps then taken could include one of the following;

A committee member approaches the party involved regarding the issue.

OR

If the complainant feels that the committee member should not discuss the issue directly with the person/s concerned informally opting for more investigation into the matter.

Regardless of two options above - If the complainant feels the above informal verbal process does not result in a positive outcome within 14 days of discussion with all parties, then move to Step 2.

Step 2. Hearing Officer Assisted Mediation

Complainant contacts the Hearing Officer either in person, via mobile or email as detailed on the OGFNC website.

She/he will consider the nature of the grievance or concern and determine with your assistance and some research whether the concern is to be handled officially or informally.

If the matter is to be dealt with informally by the Hearing Officer and a resolution is achieved the matter is resolved

Step 3 Forward of Grievance in writing

If however your request cannot be resolved informally and you wish to proceed the Hearing Officer will require you to complete a Grievance Resolution Form for the recording of the complaint, which will be treated as confidential. The form clearly sets out contact details, date of issue, any action already taken by the complainant and suggested resolutions desired.

After considering the matter and discussing with the Complainant, the Hearing Officer will either:

A

Complete Further investigation

Propose a possible solution/s after researching the matter in more detail and if resolved report the result by minuting the matter as resolved with generic reporting to committee at the next scheduled Committee meeting (maintaining confidentiality at all times if reporting to full committee)

OR

(if this does not result in a positive resolution)

B

Refer matter to Investigation Officer or Mediation

The Investigation Officer will review the matter and if appropriate, report her/his findings to the Mediation Officers(X 2) who will invite all parties to attend mediation to be scheduled no less than 14 days from notification of the complaint to the Hearing Officer. The other party/ies will be requested to complete the Grievance and Resolution form in response to the complaint.

The meeting will be arranged and each party will have the opportunity to express their point of view regarding the issue and offer possible resolution options. Any party to the proceedings shall be permitted to attend the mediation with a nominated advocate of their choice should they so wish.

One of the Mediation Officers will record main points of the meeting using the Mediation Form.

Positive resolution

Upon resolution of a complaint, any agreed actions and associated time frames will be documented:

- All results will be noted on the Mediation form.
- All parties will be required to sign the Mediation form.
- One Mediation Officer will present resolution and agreed actions at the next scheduled Netball Committee Meeting for delegation of any proposed actions and addition to the Continuous Improvement Register which is not a public document but is a reference document for use for committee succession management if required to guide future committee how previous matters were addressed and resolved and to provide consistency of decision making process.

Grievance Unresolved

If a resolution is not agreed upon by each party concerned:

- The Mediation Officer will forward the matter for General Business consideration at the next Committee meeting.
- The committee will consider the matter and vote on a resolution which will be minuted. A copy of the proposed resolution will be emailed/mailed to all parties with the requirement for response either in agreement or not in agreement. The committee decision is FINAL.
- If the resolution suggested by the Committee is accepted by all parties (confirmed by an emailed response to the Mediation Officer), the matter is noted as resolved and both parties are notified by phone and email.
- If the resolution suggested by the Committee is not accepted by one party, the matter is recorded as unresolved.

At any stage, any party concerned may seek resolution with Netball Victoria or in accordance with the Act or Law.

You may consider contacting any of the following organisations:

- a. Netball Victoria (03) 9321 2222
- b. The Equal Opportunity Commissioner (03) 9602 3222
- c. The Legal Aid Commission (03) 9607 0234
- d. The Consumer and Business Affairs Victoria (03) 9627 6444
- e. Dispute Settlement Centre Victoria (03) 9603 8370
- f. Sport and Recreation Victoria (03) 9208 3522
- g. Your own legal adviser

Please be aware that the above process has been developed to resolve any issues which may arise during your netball season. This process in no way precludes you seeking assistance from external organisations/professionals.

You should note however that there will be an expectation by most complaint services that you have in the first instance followed a Club Grievance procedure prior to approaching them. Any member can designate an advocate within the Club to support their grievance/concern should they wish to receive assistance in the resolution of the complaint.

Complaint, Grievance and Resolution Procedure Flowchart

