



Ratified: Monday 20 November 2023

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WWPNA Representative Policy

The purpose of this document is to outline the procedures for selection to, and expectations of, all Representative Team positions, including coaches, managers, other officials as required, and players.

1. General

- 1.1 Team management may consist of one (1) coach and two (2) managers or one (1) coach, one (1) assistant coach and one (1) manager or one (1) coach, one (1) co-coach and one (1) manager or one (1) coach and one (1) manager. The decision to have any combination will be the decision of the WWPNA Executive. Nominees for these positions must be registered with an affiliated Club of Woy Woy Peninsula Netball Association for the period of the appointment.
- 1.2 Where possible the appointment of Representative team personnel shall be notified to clubs and placed on the Association Website and Facebook page no later than seven (7) days prior to selections for that team.
- 1.3 Teams or Squads will be named, and the size is to be determined by the standard of players available for selection and the selection panel recommendations.
- 1.4 Development teams **may** be selected in all age groups at the discretion of the selection panel.
- 1.5 A player who submits a written explanation prior to the time of selection, for their absence on selection day may be considered for selection into the squad for consideration by the Executive Committee.
 - 1.5.1 the written letter of explanation is to be addressed to the Association Secretary.
 - 1.5.2 a written reply may be given by the Association Secretary, as to the outcome.
- 1.6 All players who present themselves to squad or team selections are required to wear suitable attire preferably white or Club T-shirt and black shorts. No representative sports uniforms are to be worn to squad or team selections.
- 1.7 If a squad member does not prove their worthiness or is injured or withdraws, that squad member may be substituted by another player, nominated by the selection panel.
- 1.8 Withdrawal from the team may result in the squad member being declared ineligible to stand for selection the following year. A decision in this case to be determined by the Executive Committee.
- 1.9 Players deemed medically unfit to participate prior to departure for State Titles may not be permitted to travel or lodge with the team. A decision in this case to be determined by the Executive Committee.
- 1.10 If a player, who was a member of another Association representative program, relocates to a property address within the Association Boundaries, then the player may be considered for selection into a squad or representative team that has less than twelve (12) selected players. This is at the recommendation of the selection panel and approval by the Executive Committee

- 1.11 where possible the Association Representative Convenor, Coaching Convenor and Umpiring Convenor should attend both Junior and Senior State Titles to offer support to coaches, managers, players, and umpires.

2. Selection Panel

- 2.1 The Selection Panel is to identify and select up to 12 of the best athletes in each age group to achieve consistent success at State Titles.
- 2.2 All interested parties will apply to the Executive of WWPNA by completing the appropriate online form, stating their qualifications and experience. Applications must be received by the date as set down by the WWPNA Inc. Executive as advertised in the annual calendar. The Executive will meet and select the panel prior to the beginning of each year's winter competition, for the following year's selection.
- 2.3 Current year's Representative Coaches will be a Selector for their age group. If there is a new Coach appointed to that team prior to selections for the following year, the new Coach will also be part of the Selection Panel.
- 2.4 All nominees for appointment as a Selector must:
 - 2.4.1 be a current financial member of WWPNA Inc.
 - 2.4.2 hold a current Development Coaching Accreditation as a minimum. From 2024 Appointees Coaching Division 1 at Senior State Titles must hold current Intermediate Coaching Accreditation.
 - 2.4.3 have attended an approved Netball NSW Selector's Course or have relevant experience at Representative level netball.
 - 2.4.4 The Selection Panel for each age group should consists of 3-5 members, including the Coach/es. The WWPNA Representative Convenor can be appointed to the Selection Panel along with one other Executive Member as selected by the Executive to fill panels.
 - 2.4.5 Appointed Selectors will be required to attend games each Saturday to watch as many games as possible for their appointed age group and meet on a regular basis to discuss their observations.
- 2.5 The Selection Panel, on team selection day, shall observe the players participating in several drills and trial games to identify talented players. Every endeavour will be made to give all players equal opportunity to showcase their talents.
- 2.6 Once the Selection Panel are satisfied that they have enough information and have sufficiently seen all players perform on court, they will then meet to discuss, confidentially, the players they wish to select. Once the Panel for a specific age group has agreed on the team or squad, players will be advised by post on social media platforms. Squads may consist of as many players as the Selection panel for that age group deems appropriate.
- 2.7 Where a squad is selected, all selectors for that age group are expected to attend training sessions. Final selections will usually be between four to six weeks after initial selection date, but prior to the uniform fitting date, or another appropriate date as approved by the Executive.
- 2.8 Where possible Selectors will name a "shadow" player for each area of the court – that is shooting end, centre court and defence ends.
- 2.9 If a selected player subsequently withdraws from a team prior to State Titles, the following will occur:
 - 2.9.1 The Selectors will return to the "shadow" list to appoint a replacement.

- 2.9.2 If no player of suitable standard is in the original nominations, the Selectors may invite a replacement player for the team.

3. Coach

Coaches will be appointed from suitable applicants by the Appointments Panel, which is made up of Vice President, Coaching Convenor, and 1 other independent accredited experienced coach. All Appointments must be presented to the Executive for endorsement.

Applicants for coaching positions must:

- 3.1 Apply on the nominated online Application Form, outlining their experience, by a date as determined by WWPNA Inc. Executive. Applicants may be required to attend an interview with the Appointments Panel. Coaches will be informed of the outcome of their application by email.
- 3.2 Be the holder of, as a minimum, a current Development Coaching Accreditation, or working towards a Development Coaching Accreditation in the same year.
From 2024 Coaches applying for Division 1 team at Senior State Titles must hold an Intermediate Coaching Accreditation
- 3.3 have a minimum of 3 years' experience of coaching netball teams at both junior and senior levels.
- 3.4 have a current pass in the Netball Australia Umpires Section 1 Theoretical Exam
- 3.5 be a current financial member of WWPNA Inc.
- 3.6 sign an official code of Behaviour as set down by the Association.
- 3.7 satisfy a working with children check.
- 3.8 **Duties**
 - 3.8.1 organise such training sessions as deemed necessary for the conditioning of players.
 - 3.8.2 arrange training at Lemongrove Netball Courts, where possible and advise the Coaching Convenor and the Representative Convenor of any change in in training or playing venue.
 - 3.8.3 keep a record of player attendance at training and report to the Representative Convenor any player who does not attend for any reason or does not give maximum effort.
 - 3.8.4 cooperate with any other person appointed by the Executive and ratified by council to assist with coaching duties.
 - 3.8.5 submit a detailed report to reach the Representative Convenor within twenty-eight (28) days of the completion of State Titles. For 11s Training Development Squads, submit a detailed written report to reach the Representative Convenor within twenty-eight (28) days of the completion of the last schedules carnival.
 - 3.8.6 report to the Representative Convenor immediately information is received of any condition which will affect a player's performance.
 - 3.8.7 declare support of Netball NSW Rules for Championships and Competitions.
 - 3.8.8 ensure that all players receive an equitable number of games at carnivals.
 - 3.8.9 abide by the Constitution, Policies and Codes of Behaviour, and the Rules for Championships and Competition of Netball NSW Inc. and WWPNA Inc.
 - 3.8.10 actively participate in any coaching or mentoring programs as organised by the Coaching Convenor and ratified by Executive.

- 3.8.11 submit for reimbursement any reasonable costs to be reimbursed subject to approval by Executive.
- 3.9 forfeit their position for a breach of the Coaches Code of Behaviour.
- 3.10 will receive an Honorarium, to be set by the WWPNA Executive, after completion of the rep season and on submitting the end of year report to the Rep Convenor.

4. Assistant Coach

Assistant Coaches will be appointed from suitable applicants by the Appointments Panel, which is made up of Vice President, Coaching Convenor, and 1 other independent accredited experienced coach. All Appointments must be presented to the Executive for endorsement.

Applicants for assistant coaching positions must:

- 4.1 apply on the nominated online Application Form, outlining their experience, by a date as determined by WWPNA Inc. Executive. Coaches will be informed of the outcome of their application by email.
- 4.2 be the holder of, as a minimum, a current Foundation Coaching Accreditation, with the exception that applications for the 11 years Training Development Squad shall be working towards obtaining their Foundation Coaching Certificate in the same year. From 2024 Coaches applying for Division 1 team at Senior State Titles must hold a Development Coaching Accreditation
- 4.3 have a minimum of 2 years' experience coaching netball teams at Club level.
- 4.4 have a current pass in the Netball Australia Umpires Section 1 Theoretical Exam.
- 4.5 be a current financial member of WWPNA Inc.
- 4.6 sign an official Code of Behaviour as set down by the Association.
- 4.7 satisfy a working with children check.
- 4.8 **Duties**
 - 4.8.1 be able to carry out tasks as set down by the coach of the team without supervision.
 - 4.8.2 be amenable to the philosophies of the coach and the program and be committed to the same goals.
 - 4.8.3 attend all training sessions as set down by the coach.
 - 4.8.4 submit a detailed written report to the Coaching Convenor of their involvement with the team and the benefits derived from the program within twenty-eight (28) days of the last scheduled carnival or training session.
 - 4.8.5 assume the role of coach for the team in the event of the coach having to step down from that position with the approval of Executive.
 - 4.8.6 submit for reimbursement any reasonable costs to be reimbursed subject to approval by Executive.
- 4.9 forfeit their position for a breach of the Coaches Code of Behaviour.

5. Managers

Applicants for Team Managers must:

- 5.1 must apply on the nominated online application form, outlining their experience, by a date as determined by WWPNA Inc. Executive. Managers will be informed of the outcome of their application by email.
- 5.2 have a minimum 3 years' experience managing sporting teams, or other equivalent experience which may be deemed satisfactory.
- 5.3 sign an official Code of Behaviour as set down by the Association.
- 5.4 be a financial member of WWPNA Inc.
- 5.5 **Duties**
 - 5.5.1 be responsible for the care of team members, monitoring their eating and drinking, and supervising team members to toilets and first aid facilities.
 - 5.5.2 be responsible for the first aid supplies required for the team.
 - 5.5.3 report to the team Coach immediately information is received of any condition which may affect a player's performance.
 - 5.5.4 be responsible for organising team weather protection, including tents, at carnivals.
 - 5.5.5 ensure players arrive at courts in due time and appropriately dresses at State Titles.
 - 5.5.6 cater for all members of the team and other officials as stipulated by the Executive at State Titles.
 - 5.5.7 be responsible for the return, in good condition, of any Association property in the possession of the team within the specified time stated by the Representative Convenor.
 - 5.5.8 be responsible for reporting immediately any Association property which has been damaged or lost;
 - 5.5.9 be in attendance at all training sessions as required and at any events in which the team is participating.
 - 5.5.10 be responsible for official scoring at all events.
 - 5.5.11 be responsible, in conjunction with the Coach, for the "Application of 40% Rule Form" and the return of the signed sheet to the Venue Control at the conclusion of each day's play at State Titles
 - 5.5.12 agree to abide by the Constitution, Policies and Codes of Behaviour of WWPNA Inc.
 - 5.5.13 comply with any other reasonable requests as directed by the team coach or Executive.

6. Umpires

WWPNA Umpiring Convenor will allocate appropriate umpires for all carnivals and State Titles. All umpires must:

- 6.1 be a current financial member of WWPNA Inc.
- 6.2 must hold a current pass in the Netball Australia Rules of Netball Theory Exam, and hold, or be prepared to complete the Foundation Umpire Education Course in the year of representation.
- 6.3 Those umpires who have not completed the Foundation Umpire Education Course, will work with the WWPNA Umpires Convenor in improving their umpiring skills.
- 6.4 Umpires may be reimbursed for the costs to attend carnivals and State according to the current rates as recommended by the Umpires Convenor and approved by Executive.
- 6.5 Umpires attending State Titles who are reimbursed expenses, will be given accommodation, breakfast, and lunch in the team tents. Dinner will be at their own expense.
- 6.6 Umpires who are not reimbursed expenses, will be given accommodation, breakfast, lunch, and dinner.
- 6.7 Umpires attending State Titles will be accommodated on the bus to and from Titles if needed.

7. Players

- 7.1 Players must nominate for selection by completing the appropriate online form to the Association Secretary for consideration, outlining their playing experience and other relevant netball experience (eg coaching, umpiring) by the closing date as set out in the Association Calendar.
- 7.2 Players must have a current pass in the Netball Australia Umpires Section 1 Theoretical Exam and attach a copy to their application form.
- 7.3 All registered players with Netball NSW shall be eligible for selection to play in teams representing the Association.
- 7.4 Re-trialling representative players must have participated in at least 75% of games in the preceding local competition at Woy Woy to be eligible for selection unless there are extenuating circumstances that have not allowed the player to participate in the required number of games (such as injury). A decision in this case is to be determined by the Executive Committee.
- 7.4 Players must present themselves on selection day unless prior approval has been granted by WWPNA Executive.
- 7.5 Successful applicants will be advised via social media posts.

7.6 SELECTED REPRESENTATIVE PLAYERS

More detailed information can be obtained in the Parent's Handbook.

A selected player must:

- 7.6.1 affiliate with a WWPNA Club.
- 7.6.2 participate in at least 75% of games in the local competition at Woy Woy prior to State Titles unless there are extenuating circumstances that have not allowed the player to participate in the required number of games (such as injury).
- 7.6.3 carry out training as set down by the team Coach and/or Executive, to the best of their ability. 100% attendance is expected except for extenuating circumstances. Training is usually held on Tuesday and Thursday evenings but may vary according to the Coach.
- 7.6.4 be dressed appropriately at training sessions, i.e. a netball uniform or the Association shorts (or tracksuit in cold weather). No board shorts, shorts, or jeans are acceptable. Bring plenty of water and a towel.
- 7.6.5 be dressed appropriately for all carnivals and competitions which the Executive may enter the team into. Dress code whilst travelling and arriving as a Representative team shall be the official representative tracksuit.
- 7.6.6 where buses are provided by the Association, players must travel to and from carnivals, competitions, and championships on the bus. In extenuating circumstances permission may be granted for alternative travel arrangements.
- 7.6.7 stay with the team, coach, and manager, usually in the team tent at all carnivals, competitions, and championships.
- 7.6.8 appropriate behaviour is always expected. Lateness to training, and competitions, will not be tolerated. Absences from scheduled training, games or carnivals will be reported to the Representative Convenor and may jeopardise the players position in the team and for future selections.
- 7.6.9 attend carnivals as set down by the Association Executive. Teams will attend approximately 5 to 6 carnivals during the Representative season. Arrival time at a carnival is 7.30am.
- 7.6.10 attend State Titles. Senior State Titles are held on the June long weekend, and Junior State Titles is held on the first weekend of the term 2 school holidays.
- 7.6.11 appropriate food and drinks only are permitted at carnivals, competitions, and championships. Junk food, soft drink and canteen food are not permitted.
- 7.6.12 all selected players are expected to give active service to the club from which they came, or to the Association. This service may be as a player, coach, umpire or official. As such teams may be allocated to assist with the Net Set Go program, throughout the normal netball season. If your team is allocated to assist, then all players must actively participate as per a roster handed down by the Representative Convenor, Coaching Convenor, or other Executive member.
- 7.6.13 players may also be requested to attend Coaching Clinics or Umpiring Camps.
- 7.6.14 sign a Code of Behaviour.
- 7.6.15 any player who misses three (3) consecutive training sessions or who is in breach of Netball NSW Member Protection Part D Attachment D4 and D5, for any reason not acceptable to the Executive Committee, may forfeit their position in the team. A decision in this case is to be determined by the Executive Committee.