



## Affiliate –Bylaws

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MELBOURNE EAST NETBALL ASSOCIATION  
INCORPORATED

BYLAWS

DATE: July 2024

# TABLE OF CONTENTS

Tip: Hold 'Ctrl' whilst clicking over the section you wish to hyperlink to.

## Contents

1. CLUB DELEGATE MEETINGS.....	5
2. CORRESPONDENCE .....	5
3. FINANCES .....	5
4. INFORMATION TO CLUBS.....	6
5. CLUB AND TEAM REGISTRATION.....	6
6. NETBALL VICTORIA MEMBERSHIP.....	6
7. AFFILIATION FEE .....	7
8. INCLUSIVE ENVIRONMENTS .....	7
9. AGE REQUIREMENTS.....	8
10. COMPETITIONS & PROGRAMS.....	8
11. GRADING .....	9
12. DRESS CODE .....	9
13. CLEARANCES .....	10
14. CONDUCT OF GAMES.....	11
15. SCORING .....	11
16. COMPETITION LADDERS .....	12
17. BORROWING PLAYERS .....	12
18. FINALS.....	13
19. PLAYER QUALIFICATION.....	13
20. FORFEITS .....	13
21. CANCELLATIONS.....	14
22. SELECTION OF REPRESENTATIVE TEAMS .....	14
23. TEAM OFFICIALS.....	15
24. AWARDS.....	16
25. PRESENTATION NIGHT .....	<b>Error! Bookmark not defined.</b>
26. FUNDRAISING .....	16
27. COURSES, SEMINARS & OTHER OPPORTUNITIES .....	16
28. ACCREDITATION.....	16
29. RISK MANAGEMENT .....	16
30. DISPUTE RESOLUTION .....	17
31. SPECIAL CIRCUMSTANCES/PROVISIONS CLAUSE .....	17
32. INDEMNITY .....	18

## DEFINITIONS

**“Association”** means the Melbourne East Netball Association Incorporated.

**“Club”** means a non-profit incorporated body which has an interest in netball and is affiliated with the Association.

**“Bylaws”** means these By-Laws of the Association as amended from time to time.

**“Committee”** is the governing body of the association or league

**“Constitution”** means the constitution of the Association as amended from time to time.

**“Club Delegate”** is a representative of a Club or Team who liaises with the Committee.

**“Entity Team” is a standalone team that are not part of a club.**

**“Ineligible player”** is a player who is not entitled to participate in a game, which may include a player who has not qualified or a player not eligible to play in that age section.

**“Team”** is a team which is not affiliated with a governing Club at either the Night Competition or the Saturday Competition.

**"Team Official"** has the meaning given to it by Bylaw **Error! Reference source not found..**

**“Board”** – means at least 4 member of the elected board of management

## **BYLAWS**

These Bylaws govern the Association. They are the operating procedures that determine the conduct of the Association and its members under Rule [insert number] of the Constitution. The Committee adopted these Bylaws on 20 Jul 2024. Any amendments to these Bylaws come into effect on the date they are approved by the Board and will remain in force until amended, repealed or replaced. Notice in writing of by-laws changes will be forwarded to members. By-laws act with the Association policies. The Board of Management, Operations Manager and Competition Convenors will have the right to interpret the rules due to circumstances which may arise on the day of play.

### **1. CLUB DELEGATE MEETINGS**

**1.1** Club Delegate meetings will be held on the dates determined by the Board and advised to Clubs from time to time.

**1.2** All Clubs must be represented by at least one delegate at all Club Delegate meetings.

### **2. CORRESPONDENCE**

**2.1** All correspondence sent by the Club/Entity Team to the Association must be in writing to the Administrator, President, Secretary or an authorised Board Member.

**2.2** All correspondence from Clubs/Entity Teams should be in writing from the Club/Team President, or Secretary with a cc to the Club President/Team Manager.

**2.3** All correspondence from the Association to a Club/Entity Team will be addressed to the Club Secretary and Club President or Entity Team Manager

### **3. FINANCES**

#### **3.1 Fees**

(a) The Board shall determine the fees to be paid by each Club and Team to the Association.

(b) The Association may set an annual affiliation fee for Clubs or Teams. Each Club and Team may pay an annual affiliation fee of the sum prescribed by Association.

(c) The fees shall be calculated to cover the costs of Association and Competition management activities.

(d) All monies due to the Association must be paid by the nominated due date. Clubs or Teams that have not paid by the nominated date will not be permitted to take the court.

(e) All players shall be fully paid members of their own Club or Team in order to be eligible to participate in any activities governed by the Association.

(f) Any individual with outstanding debt to the Association shall not be permitted to take the court for any Club or Team in any competition until the outstanding debt is paid.

(g) Any individual who breaches Bylaw 3.1(f) may be subject to a fine as determined by the Board.

#### **3.2 Reimbursements / Payments**

(a) Board members may be entitled to claim authorised expenses incurred whilst acting in an official capacity from the Association. Receipts must be supplied to the Association in order for any reimbursements to be made.

(b) Umpires officiating on behalf of the Association, will be paid at the rate determined by the Association.

(c) Other Association personnel may be entitled to claim authorised expenses incurred whilst acting on behalf of the Association as determined at the discretion of the Association on a case-by-case basis.

#### **4. INFORMATION TO CLUBS**

**4.1** The Association shall provide information to all Clubs/Entity Teams prior to the start of the season. This information may include:

- (a) Association contact details;
- (b) Association venue address;
- (c) Competition Bylaws;
- (d) Season Calendar
- (d) Fixtures; and
- (e) Details of courses, seminars etc.

#### **5. CLUB AND TEAM REGISTRATION**

**5.1** In order for a Club or Entity Team to be eligible to compete in the Association's competitions, the Club or Team must complete and return an official entry form complete with the necessary information and returned to the Association via email [admin@menanetball.com.au](mailto:admin@menanetball.com.au) by the due date. After the due date new teams will only be registered at the association's discretion

**5.2** All Clubs and Teams that submit valid entry forms and are subsequently registered by the Association shall receive information from the Association, which may include:

- (i) Due date and amount of all fees and levies that are to be paid for the season, including Registration Fees, Court Fees, Netball Victoria Fees and any other fees that may be deemed necessary for that season;
- (ii) A link to the Association Constitution and Bylaws;
- (iii) Information regarding any meetings or other requirements of the Association; and
- (iv) any information provided in accordance with Bylaw 4.

**5.3** The Association reserves the right to reject the registration application of any Club or Team applying to the Association for registration to participate in a competition.

**5.4** A Club or Team may register any number of teams or players during the season. Teams registered with less than five (5) players per team will not be accepted. Teams registered with five (5) or six (6) players will be accepted at the discretion of the Board. After the start of the season new teams will only be registered at MENA's discretion.

**5.5** Any Club or Team withdrawing a team after grading has taken place will not receive a refund of entry fees.

**5.6** Players can be registered with one Team in each Competition only.

**5.7** The Association must be notified of any Team changes prior to the commencement of the season.

**5.8** Clubs withdrawing Team/s after fixtures have been completed will have their entry fee returned.(e) All Clubs and Teams will have access to relevant Netball Australia, Netball Victoria and Melbourne East Netball Association policies, procedures, regulations and Codes of Conduct via the relevant website.

#### **6. NETBALL VICTORIA MEMBERSHIP**

**6.1** The Netball Victoria membership fees are set annually by the Victorian Netball Association Inc.

(a) In order to be eligible to participate in affiliated Association competitions or programs (including NetSetGo), as a player, coach or umpire, an individual must be a current financial Netball Victoria member. All Junior, Senior and All Abilities players, coaches and umpires must register through the appropriate online registration form as provided by the Association. Members are not covered by Netball Victoria insurance unless they are registered.

(b) An off-the-court membership (administrative roles eg President, secretary.) product will be offered to those Association members that have an off-court role.

**6.2** No player, coach or umpire will be permitted to participate in the Association's activities in any capacity without a current Netball Victoria membership. All players should complete the above prior to the first training session in order for insurance to cover any injuries that may occur. Any breach of this Bylaw will be subject to sanction to the individual, Team or Club as determined by the Committee.

**6.3** Single Game Vouchers may be used.

- (a) Individuals may purchase a Single Game Voucher and purchase of a voucher will allow the individual to participate as a player in the Association's activities only for the particular game or activity to which the Single Game Voucher relates.
- (b) A player must purchase a Single Game Voucher through Netball Connect prior to becoming eligible to participating in the relevant game or activity.
- (c) New players who have registered after the commencement of the season and/or players who are filling in are also to be recorded on the back of the scoresheet
- (d) Players must be a registered player to the team through Netball Connect they are playing for to qualify for finals.

**6.4 Ineligible players**

- (a) Should a team play a match with an ineligible player, then the goals scored by the offending team are set to 0, the non-offending team's goals remain, and the match result is recalculated. The offending team will also incur a -4 Premiership point penalty.
- (b) Should both teams play a match with ineligible players, then all goals scored are set to 0, and both teams will also incur a -4 Premiership point penalty.

**7. AFFILIATION FEE**

**7.1** Each Club shall affiliate with Melbourne East Netball Association by signing an Affiliation and Agreement Form and submit the Affiliation and Agreement Form to [admin@menanetball.com.au](mailto:admin@menanetball.com.au) by due date.

**7.2** Annual Affiliation Fee: Each Affiliated Club shall pay an annual affiliation fee of the sum prescribed by the Melbourne East Netball Association and payable in accordance with Melbourne East Netball Association invoicing provisions.

**8. INCLUSIVE ENVIRONMENTS**

**8.1** The Association is committed to providing a safe, fair and inclusive sporting environment where all people can contribute and participate.

**8.2** The Association will endeavour to provide opportunities for males to participate in mixed and male competitions.

**8.3** The Association may conduct cultural awareness training & inclusive workshops to ensure your club is providing a welcoming environment and creating awareness around cultural views and barriers.

**8.4** The Association supports participation in netball on the basis of the gender with which a person identifies. If issues arise, the Association will seek advice and act in accordance with the Netball Victoria Transgender & Gender Diverse Policy.

**8.5** All competitions will be clearly labelled in regard to age group and gender. This includes additional references to all genders that are permitted to play. All competition labelling will be clear and transparent.

**8.6** The Association observes the Netball Victoria Gender Regulation in regard to male participation:

- (a) Males who are 13 years (and older) are not permitted to participate in female competition. This means that males must be less than 13 years of age (actual age) as at the first day of the competition or season; and
- (b) males that turn 13 during that competition or season will be permitted to participate for the duration of that competition or season.

**8.7** The Association observes the Netball Victorian Gender Regulation in regard to mixed competition:

- (a) Mixed competition for the 11&U and 13&U age groups will have NO restrictions applied on the basis of gender.
- (b) Mixed competition for the 15&U and above age groups will observe the following rules:
  - (i) The minimum number of males in a team is ZERO, and
  - (ii) A mixed team must only have a maximum of 3 males on court at any one time, and
  - (iii) A mixed team must only have up to one male in each third on court. For the avoidance of doubt this means:

- A. One male is permitted in the defence third occupying the position of Goal Defence or Goal Keeper, and
- B. One male is permitted in the mid third occupying the position of Center, Wing Attack or Wing Defence, and
- C. One male is permitted in the goal third occupying the position of Goal Attack or Goal Shooter.

## **9. AGE REQUIREMENTS**

**9.1** Generally, player age is determined as at the 31 December of the current playing year, except in regard to males who are 13 years or older on the first day of the competition. Specially, bylaw 8.6 must also be applied

**9.2** Participants must provide their correct date of birth at the time of registering and failure to do so will result in ineligibility to participate in the Association's activities

**9.3** Participants aged between 5 and 10 years are encouraged to participate in the NetSetGO Program.

**9.4** Participants are only eligible to participate in certain age groups upon reaching the relevant age threshold (Minimum Age Requirements). The Minimum Age Requirements for each age group are:

Age Group	Minimum
9 & U NetSetGo	6 years
11&U	8 Years
13&U	11 Years
15&U	12 Years
17&U	15 Years

Open 15Years (turning 15 years of age before the 31<sup>st</sup> of December of the year playing  
Players can only play in one age group above their age, apart from into 11 & Under. To be eligible to play for the 11 and under section, players must be 8 years of age before 31st December of the year they are playing

**9.5** A Team or Club who breaches this Bylaw 9 may be subject to a penalty of the loss of four (4) premiership points or a \$100 fine for Net Set Go.

**9.6** To be eligible for the Open Section, players must be 15 years of age before the 31<sup>st</sup> December of the year playing. If a player turning 14 years of age before the 31st December of the year is temporarily required to fill in for an Open team an exception may be requested from the Competition Convenor on the day. Permanent exceptions must be requested in writing and will be determined by MENA Board. Exceptions may be requested according to competition rules,

**9.7** In special circumstances players may be allowed to play in age sections below their age. These exceptions must be requested in writing with relevant supporting medical documentation and will be assessed by MENA board.

## **10. COMPETITIONS & PROGRAMS**

**10.1** The Association offers the following competition & programs:

a) Club Competition:

- i. 9 & Under NetSetGo Mixed (females & males – no restrictions) – see 7.2
- ii. 11&Under Mixed (females & males – no restrictions) – see 7.2 c) i)
- iii. 13&Under Mixed (females and males – no restrictions) – see 7.2 c) i)
- iv. 15&Under Female
- v. 17&Under Female
- vi. 17&Under Female
- vii. Open Female

b) Sunday Fast 5 competition - Mixed

c) Monday Walking Netball Games- Open Mixed (females and males – restrictions apply ) This is to cover walking netball

c) Wednesday Ladies Social Evening OPEN Competition - Female



## **11. GRADING**

**11.1** The Association will implement a grading process which will be determined by the Association to evaluate, grade and re-grade all teams. Refer to the Grading policy for each competition.

## **12. DRESS CODE**

### **12.1** Players

(a) Each Club or team must submit its proposed uniform to the Association, for approval by the Association. Clubs and entity teams are permitted to offer uniform options within their registered uniform to their players. If a club provides uniform options for their members, all uniform options should result in players in the same team being easily recognised as being in the same team/club, i.e. if some players choose to wear shorts/shirt combination and others a dress they should still be easily recognisable as the same team/club with the colours and design.

(b) Clubs and teams must notify the Association in writing of any proposed changes to their uniform for approval by the Association. Teams entered will be approved by the Club Competition Standing Committee.

(c) Two (2) weeks grace shall be given at the start of each season before all players have to be in the same uniform.

(d) The Association and Club Competition Standing Committee must approve all Club uniform colours and designs. The Association must approve all Entity Team colours and designs. If a club has any player/s requesting to wear shorts or other items of clothing that do not form part of their club's approved registered uniform options, the club will need to submit a design and colour to the Association, for approval. Any player may seek a variation to the uniform for medical, cultural, religious or other reasonable grounds. Wherever possible exceptions will be made for other items of clothing that are worn for religious, cultural, medical or other inclusive reasons. Notification should be made in writing and approved before the player takes the court stating the reason for the non-registered uniform. A copy of the acknowledgement must be provided on game day if requested.

The following items will be considered part of the standard uniform, and Do Not require the player to seek approval from the Association:

(i) Head coverings - Players must not wear anything that is dangerous to themselves or another competitor. This includes no jewellery and no sharp pins on head coverings. If the head covering needs to be fastened, clips and non-sharp pins are to be used. Head coverings must be tight and non-flowing

(ii) Additional clothing options are for cultural/religious modifications only. Additional clothing must be all black, all white or club colours and must be worn under the existing team uniform.

(e) No jewellery or body piercing may be worn when participating in the Association's activities. Players may be precluded from participating until such jewellery or body piercings are removed or covered

(f) Fingernails must be short and smooth when participating in the Association's activities. Players may tape their nails or wear close fitting sports gloves. Before the start of a game, umpires must approve any nail tape or sporting gloves being worn. Players will not be able to take the court if this requirement is not met.

(g) When a uniform does not comply with Rules, the player(s) concerned may be ordered by the Umpire to leave the court. A player ordered from the court shall not be replaced by another player. When a centre player is ordered from the court, the captain (or coach in NetSetGO and 11U) may make one change only from players presently on the court. This player must remain as centre until the next interval, or the infringing player returns.

h) Players ordered to leave the court for uniform infringements may take position back on the court at the next centre pass when in correct uniform. Players may return to the position from which they came, and any player moved to centre must return to the position they were playing.

h) Refer to the adverse weather policy for uniform

Penalty: Fine to be determined by the Committee

## **12.2 Umpires**

- (a) Umpires shall wear uniform as wear predominately white: dress, shirt and skirt/skort/shorts/pants. Navy blue skirt, skort, shorts, pants may be worn. Suitable footwear is required. No Leggings or bike shorts.
- (b) Any Umpire wishing to seek a variation from the uniform where circumstances exist, such as religious, cultural, medical or other inclusive reasons, a written application should be submitted for approval by the Association.
- (c) the following items will be considered part of the standard uniform, and **Do Not** require the umpire to seek approval from the Association:
- (i) Head coverings - Head coverings must be all black, all white or club colours. Players must not wear anything that is dangerous to themselves or another competitor. This includes no jewellery and no sharp pins on head coverings (hijabs). If the head covering needs to be fastened, clips and non-sharp pins are to be used. Head coverings must be tight and non-flowing
  - (ii) Additional clothing options are for cultural/religious modifications only. Additional clothing must be all black, all white and must be worn under the existing umpire uniform

## **12.3 Representative Squad**

The Association representative squad uniform will be determined by the Association and approved by the management of the competition they are entering into. Association

Where circumstances exist, such as other religious, cultural, medical or other inclusive reasons, a written application should be submitted for approval by the Association

## **13. CLEARANCES**

**13.1** A clearance is required if a player wishes to transfer to another Club during a season.

**13.2** No player will be granted more than one (1) clearance per season.

**13.3** A clearance will not be granted after the halfway point of the relevant season has passed.

**13.4** Players who owe outstanding playing fees to the Association or are in possession of Club or Team property (uniform, equipment) are not eligible to be granted a clearance.

**13.6** A player shall be officially recognised as a registered player with a given Club or Entity Team upon participating for the first time in a match in the Competition.

**13.7** A player cannot play for another Club or team in the same Competition unless the Permit Committee grants clearance.

**13.9** The Association shall appoint a Permit Sub Committee after elections at the Annual General Meeting. The Permit Committee shall consist of three (3) members, minimum (1) Executive Committee and two (2) General Committee and shall have the power to grant or refuse clearances or permits in the interests of the Association. Clearances will only be considered by applying in writing to the Secretary.

**13.9** In event of Club disbanding, its members shall be at liberty to play with any other Club, but no Club shall be considered disbanded unless written notice of such abandonment is received by the Association Secretary.

**13.10`** At the end of each season an open clearance is available for all players.

Penalty: Fine as determined by the Committee. Match points may also be lost by the receiving club in each instance the player takes the court without approved clearance as determined by the Board.

**13.11** To obtain a clearance, a player must submit a clearance through Netball Connect and send an email to [admin@menanetball.com.au](mailto:admin@menanetball.com.au) to make an application to the Association and must comply with all of the requirements as outlined by the Association. The individual's existing Club or Team has seven (7) days from date of lodgement to complete the clearance upon receipt of approval from the Association or the Association will automatically clear the player to the new Club. If a clearance application is approved by the Association, the player and both Clubs will receive notification of such approval.

**13.12** Any dispute arising from clearance restrictions will be dealt with according to the relevant grievance procedure of the Association.

## **14. CONDUCT OF GAMES**

**14.1** The Association is subject to, and must comply at all times with, The World Netball “Official Rules of Netball” as amended or revised from time to time.

**14.2** The length of quarters for all matches governed by the Association will be determined by the Association prior to the start of the season. Refer to the Competition Rules for timing and rules governing the competition.

**14.3** If games are centrally timed there will be no injury, illness or blood stoppage time. However, matches may be stopped by the umpires at their discretion at any stage as considered appropriate to ensure the safety of players and maintain a safe playing area.

### **15. ROLLING SUBSTITUTION:**

- a. The rolling substitution stands at the designated area. The designated zone for rolling substitutions is delineated by lines marked on the ground at each end of the team’s bench.
  - i. On indoor courts, this area is situated alongside the score bench.
  - ii. On outdoor courts, it is positioned near the scorers standing in the middle of the court.
- b. Before leaving the designated area, the substitute tags (with hands) the player leaving the court.
- c. Only one (1) rolling substitute per team can be made at a time.
- d. Play is not to be held up for rolling substitutions. If play is delayed, the player will be penalised under Rule 19.2. Delaying play.
- e. Players must observe the offside rules as they enter/leave the court.
- f. Sanction: Free pass where the infringement occurred (advantage may be applied if this would place the non-offending team at a disadvantage).
- g. Players must not interfere with the umpire’s movement during the substitution. Sanction: Free pass where the ball was when play was stopped (advantage may be applied)
- h. If a player leaves the court as a rolling substitution, and there is no player in the designated area, the replacement player is treated as a late player and must wait until a break in play to enter the court.

## **16. NET SET GO COMPETITION**

16.1 The 9 & Under Competition shall be modified as per the NetSetGo Go rules.

<https://vic.netball.com.au/sites/vic/files/2020-01/Modified-Rules-summary.pdf>.

16.2 Under 9 Round Robin matches will be as per Round Robin competition rules.

16.3 Grading - All Grading matches will be as per competition rules.

## **17. TOURNAMENTS**

(i) All Tournament matches will be as per Tournament competition rules.

(ii) All matches shall comprise two halves with one-minute break between games. Teams shall take the court immediately upon the timekeeper's request and be ready to recommence play.

17.5 Other as determined by Board of Management and Operations Manager

## **18. SCORING**

**18.1** The Association will provide an official scoresheet for all games.

**18.2** It is the responsibility of the first named Team or Club to collect the score sheet and score the game. The second name team uses the flip card outdoor courts or electronic scoring for indoor courts.

**18.3** Each Team or Club must provide a non-participating scorer for all games.

**18.4** The scorers must stand together for the duration of the game on the sideline level with the centre circle.

**18.5** One (1) official scoresheet will be used for each game. This scoresheet will list the complete names (both given and surname) of all players intending to participate as players in the game. This scoresheet/Live Scoring App shall also indicate the positions played each quarter by individuals and the game score. A record of centre passes must also be kept and provided if requested by an umpire.

**18.6** All players that take to the court need to have their Surname and First name recorded on the front of the Scoresheet. Names must be legible, if a name cannot be read that player will not be counted as having played this match. Any player who has not played in the team before (i.e. A new player to this team) MUST

have their name and last 3 digits of mobile number recorded on the back of the score sheet. Failure to comply with any of these conditions may result in the team incurring a one (1) Premiership point penalty.

**18.6** At the conclusion of the match all officials (Umpires, Captains and Scorers) are to sign the completed score sheet. Signing this sheet indicates you agree with the final score and players listed. The score sheet is then to be handed to the Competition Convener by the "Winning" team or the home team if the match is a draw. Should the score sheet not be handed in to the Competition Convener on the day of the match, the match will be treated as a draw and each team shall receive two (2) points and the score will be nil all.

**18.7** One (1) premiership point will be deducted for teams with incorrect or incomplete score sheets or that have otherwise failed to comply with Bylaws 14.

**18.8** If a scorer, Team or Club believes the score is incorrect they must:

- (a) notify Admin@menanetball.com.au ;
- (b) lodge a dispute in writing with the admin@menanetball.com.au within 48 hours of the game being played.

The Board of Management will advise the result of the dispute and this decision shall be final and binding on all parties.

## **18. COMPETITION LADDERS**

**18.1** Competition ladders will be made available by the Association during competition seasons.

**18.2** Premiership points are awarded during competition seasons as follows:

- (a) 4 points for a win or bye;
- (b) 2 points for a draw; and
- (c) 0 points for a loss, or abandonment.
- (d) 4 points for forfeited against and 10 goals to nil score

**18.3** In the event of Teams or Clubs being equal on points, positions shall be determined by the percentage of goals scored for and against each Team or Club (with higher percentage from the relevant Teams or Clubs leading to higher position on the ladder). In the event of Teams or Clubs being equal on percentage, positions shall be determined by the greater number of goals scored by those Teams or Clubs.

## **19. BORROWING PLAYERS**

**19.1** Players shall only be permitted to play in a higher section or age group.

**19.2** Where there are two or more Teams from the same Club graded in the same section, players can only play with their registered Team in that section or Clubs with two (2) or more teams in the same section may play players up from the lower ranked team into the higher ranked team. The rankings are as determined by the Grading committee.

**19.3** Players may transfer between Teams or Clubs until the player participates in their fourth game with the one Team or Club in one season. Once this occurs the player will be deemed to have transferred to that Team or Club (New Club) and for the duration of the season is only eligible to play for the New Club or Team.

**19.4** Players may play a maximum of three (3) games in a Team or Club without transferring to that Team or Club for the duration of the season in accordance with Bylaw 16.3.

**19.5** Entity Teams may not borrow from another Entity Team in the same Competition. Refer to Social Competition Rules.

**19.6.** Player needing to be added to a team list for a game can be done in one of the following ways:

- A) Add the player to a team through the club's Netball Connect profile (club teams only), note the player must be registered to the club and the relevant competition division.
- b) Have the player register to the team prior (using the team's netball Connect link) to the match (Entity Teams only)
- c) Fill out the 'Borrowed' player information on the back of the scoresheet Refer to sections 5, 7, 11 and (c) for player eligibility

## **20. FINALS**

**20.1** Finals will be played at the conclusion of the regular rounds of a season except “

- a) 9 & Under NetSetGo who will play Round Robin during the last round of the Season.
- b) Monday Walking Netball games

**20.2** The format for finals for any given competition will be determined by the Association will be played as per the relevant Competition Rules

**20.3** The ladder position of Teams and Clubs at the conclusion of the regular rounds of the season shall determine the Teams and Clubs which qualify to participate in the finals. Ladder positions are to be calculated in accordance with Bylaw 15.

**20.4** Bylaw 13 applies to finals matches in the same manner as regular season matches.

**20.5** If a final does not reach half time - Refer to the Competition Rules

**20.6** Drawn games – Refer to the Competition Rules.

**20.7** NetSetGO and 11/Under Teams or Clubs may participate in a round robin instead of finals.

**20.8** The Committee will determine awards for premiers and runners-up in competitions.

## **21. PLAYER QUALIFICATION**

**21.1** Players must play a minimum of four games played in that team throughout the season to qualify to compete in the finals.

The minimum number of matches players must play to qualify for finals will be determined by the competition rules. All matches can be counted, except Byes and being an offending forfeiting team. In the event of multiple washouts, the Executive members of the board may reduce the number of matches required to qualify for finals

**21.2** Teams or Clubs found playing an ineligible player during finals will be deemed to have lost that game and goals set to zero.

**21.3** Should a team play a match with an ineligible player, then the goals scored by the offending team are set to 0, the non-offending team's goals remain, and the match result is recalculated. The offending team will also incur a -4 Premiership point penalty.

Should both teams play a match with ineligible players, then all goals scored are set to 0, and both teams will also incur a -4 Premiership point penalty

Penalty: If the individual does not play the number of four games as stipulated above, the player will be ineligible to participate in finals for that section.

## **22. FORFEITS**

**22.1** In the event that an Entity Team or Club forfeits prior to the game clock starting, only players of the non-offending Team or Club will be deemed to have participated in that game. Players of the offending Team or Club will not be deemed to have participated in that game.

**22.2** Notification deadlines:

- a) Social Program Entity Teams must notify [programs@menanetball.com.au](mailto:programs@menanetball.com.au):
  - Monday Walking Netball Games – by 3pm Friday prior to Monday
  - Wednesday Night Ladies Competition - by 3pm Tuesday prior to Wednesday
  - Sunday Fast5 – by 3pm Friday prior to Sunday

b) Saturday Club competition - Clubs must notify [admin@menanetball.com.au](mailto:admin@menanetball.com.au), [umpiresconvenor@menanetball.com.au](mailto:umpiresconvenor@menanetball.com.au), the opposition team Club president and Club Umpire Coordinator of the forfeit no later than 10am on the Friday before competition day of its intent to forfeit and no penalty will be imposed. Any team forfeiting after the notification deadline the penalty in 22.6 will apply

**22.4** The opposing team may submit a score sheet in order to qualify players. The result of the match is 10 goals to nil in favour of the opposing team. In the event that both team's forfeit, the result is nil - nil with neither team receiving any premiership points

**22.5** In the event that a team does not have five (5) players present at the commencement of the game, the opposing team shall receive one (1) goal for each minute that play is delayed. The umpire shall determine the number of penalty goals allowed, making a note on the score sheet. Should the offending team not have five (5) players by 1/4 time, they will forfeit the game and the opposing team shall receive four (4) points and a score of 10 goals to nil.

**22.6** Forfeit Penalty:

a) Club Competition: Any team forfeiting a match after the notification deadline will be fined \$70 and a deduction of 2 ladder points (-1 for Grading games). Unless it is considered to be under extenuating circumstances as determined by MENA Executive.

B) Social Programs:

- Early forfeit : Before 3pm the day prior to the scheduled game will receive no competition points and no court fees or fine will be payable
- Late forfeit : After 3pm the day prior to the scheduled game will be deducted 2 competition points and will be fined \$85
- Double Late forfeit : Second time or more of a late forfeit (after 3pm the day prior to scheduled game). Will be deducted 4 competition points and will be fined \$170

**22.7** In the event of a team withdrawing from a competition after fixtures have been distributed, all future matches involving that team will be deemed forfeits and treated as per rule 22.2 until a new fixture is distributed. In this case rule 22.6 will not apply.

**22.8** In the event of a team forfeiting two (2) consecutive matches or three (3) total matches in a season, the team shall show cause to the Association why it shall not be disqualified.

**22.9** A forfeit may result in that Club or Team's exclusion from entry into future competitions.

## **23. CANCELLATIONS**

**23.1** When games are cancelled on account of a factor beyond the control of the relevant Teams or Clubs (e.g. power outage, or other extenuating circumstances, weather or some other cause) the match will be deemed a draw, both Teams or Clubs will be credited with two (2) points and five (5) goals each and the competition will continue as per the fixture.

**23.2** Four (4) points can only be awarded to a Team or Club for winning a fully completed game.

**23.3** In the event that a game is cancelled due to weather a maximum of twelve players for each Team or Club can be deemed to have participated in the game.

**23.4** Should circumstances occur which require successive rounds to be cancelled, the Committee will consider the position and determine a suitable course of action.

In a Semi-Final where a match is cancelled, by MENA for health and safety of participants, or does not reach half a game of play, no result is achieved.

This Semi-final match will not be replayed.

If no result is achieved, the first and second placed teams on the ladder at the end of the season will go through to the Grand Final.

In a Grand Final where a match is cancelled and does not reach half a game of play, no result is achieved. In this instance the higher ranked team of the two teams playing in the Grand Final will be declared the winners of the season with the lower ranked being made runners-up.

The association reserves the right to shorten or abandon games during adverse weather – refer Adverse Weather Policy

## **24. SELECTION OF REPRESENTATIVE TEAMS**

**24.1** The Association will develop a team selection policy.

**24.2** Nominated Association selections will complete the 'Select for Success' online learning program or equivalent as appropriate.

**24.3** The Association will organise the representative squad selection trials.

**24.4** Selection trials will be conducted under the following conditions:

(a) All players who have submitted a player registration form shall be informed of the date, time and place where selection trials are to be held.

(b) Notice of selection trials will be provided at least ten (10) days prior to the date of the selection trials.

**24.5** Team Selection Panels – See MENA Rep selection policy

(a) Team Selectors will be appointed for each team and may be made up of the Team Coach and other nominated selectors.

(b) Team Selectors may be appointed to more than one panel.

**24.6** Players shall be notified of the outcome of selection trials within the timeframe nominated by the Association.

**24.7** Players may request feedback from the Team Selectors.

**24.8** The Team Selector's decision shall be final and no appeals regarding selections made under this Bylaw are available.

## **25. TEAM OFFICIALS**

**25.1** The Team Officials shall consist of the following roles:

(a) Coaches

(i) All coaches are encouraged to hold a minimum 'Foundation Coaching Level Accreditation' in order to coach a Team or Club.

ii) All coaches aged 18 or over must hold a current Working with Children Check (WWCC). Clubs are to manage their own WWCC register, a copy must be submitted to Melbourne East Netball Association along with team entry.

(b) Team Managers

(i) A team manager shall be appointed for each selected Entity Team. Club teams may have a Team Manager

. ii) All Team Managers aged 18 or over must hold a current Working with Children Check (WWCC). Clubs are to manage their own WWCC register, a copy must be submitted to Melbourne East Netball Association along with team entry.

(c) Umpires

(i) All Umpires Netball Victoria membership fees must be paid prior to umpiring.

ii) Umpires will adhere to the Adverse Weather Policy or other policy as issued by MENA from time to time.

An umpire shall be appointed for each match.

(ii) An individual must, at a minimum, have completed the online theory exam to be eligible to be appointed as an umpire.

(iii) Club Competition Umpires

(a) Each Club shall supply one Netball Victoria registered Umpire per game.

(b) Clubs shall supply badged or approved training umpires for Open Age games.

(c) Refer to Club Competition Rules for finders fees for sourcing Umpires

(d) Each Umpire shall attend such meetings and courses as required by the Association.

(e) It is highly recommended that beginner umpires attend an "Introduction to Umpiring" workshop in the first season of umpiring and must complete the "Rules of Netball" Theory Exam online with a pass mark of 70% before being allowed to umpire.

(f) Badged Umpires must abide by the Netball Australia requirements to maintain their accreditation.

(g) the Association Umpire Convenor will appoint umpires for all finals matches and at its discretion for any other games.

iv. Other Competitions

All umpires will be appointed by the Competition Umpire coordinator for all matches, including finals matches.

(d) Each Team and Club is allocated a team bench where Team Officials and bench players are located during play.

## **26. AWARDS**

- (a) All 9U Under NetSetGO will receive a participation award as deemed appropriate by the Association.
- (b) All players who participate in a grand final will receive an award to be determined by the Association.

## **27. FUNDRAISING**

**27.1** The Association shall conduct fundraising activities during each year.

**27.2** The Board shall determine the specific fundraising activities to be conducted.

**27.3** Individual representative Teams or Clubs must seek approval from the Board for any individual fundraising activities they wish to conduct. Teams or Clubs must apply in writing at least four weeks prior to the event, providing details of and rationale for the fundraising activity. Information as to how the activity will be organised, including risk management and safety measures if relevant, must be provided.

**27.4** All members are required to support the fundraising activities of the Association.

## **28. COURSES, SEMINARS & OTHER OPPORTUNITIES**

**28.1** The Association shall provide notification of opportunities for all members to improve their skills by attending courses, seminars and other personal development activities.

**28.2** The Association shall encourage and support members who wish to attend appropriate courses, seminars and other personal development activities.

## **29. ACCREDITATION**

**29.1** The Association shall take all reasonable steps to ensure that all Team Officials have the appropriate minimum qualifications.

**29.2** Where minimum accreditation standards are not met, the Association shall encourage and support the member(s) to achieve the minimum accreditation standard.

**29.3** The Association will not appoint any person to a Team Official position unless that individual has achieved the minimum standard accreditation or is in the process of acquiring the minimum standard accreditation.

## **30. RISK MANAGEMENT**

**30.1** Injury Reporting

(a) All Teams and Clubs are responsible for recording all injuries of the injured player (or players' guardian for players under 18) on the Association Injury Report Form on the back of the scoresheet.

**30.2** Child Safety in Netball

(a) The Association and all Teams and Clubs are responsible for the observance, promotion, enforcement and monitoring of the Child Safety in Netball Policy and Code of Conduct.

(b) The Association and all Teams and Clubs are responsible for the management and administration of the application of the Netball Victoria Working with Children Check Regulation.

(c) The Association and all Teams and Clubs are responsible for the management and administration of complying with the 11 Child Safe Standards

**30.3** Game Day Checklist

(a) A Game Day Checklist must be completed prior to all Association and Team and Club competitions, tournaments, games, programs and training.

(b) Any hazards identified will be:



- (i) Documented.
- (ii) Rectified if possible; and
- (iii) Reported to the appropriate agency (local council, reserve committee) if major repair is

required.

#### **30.4 First Aid**

- (a) Maroondah Council will provide a first aid kit for competitions played at the Maroondah Nets
- (b) Teams and Clubs must provide their own first aid kit when playing away from an Association venue.
- (c) The first aid kit will be stored the front desk and all appropriate personnel (including court supervisors, umpires and coaches) will have access to it.
- (d) Maroondah Nets Manager will maintain the first aid kit supplies.
- (e) The Association will have a designated room or area for the treatment of injuries. The room or area should be kept clean and accessible at all times.
- (f) Maroondah Council will ensure that a qualified first aider is present at all competitions.

#### **30.5 Emergency procedures**

Emergency phone numbers - ambulance, police and an emergency procedure plan is to be displayed at the Association venue.

#### **30.6 Weather**

In the case of extreme weather conditions, the Association shall refer to the Association's Adverse weather policy.

#### **30.7 Smoke Free**

The Association adopts a smoke free policy. Smoking is banned within 10 metres of an outdoor public sporting venue during organised underage sporting events and training sessions.

**30.8 Responsible Serving of Alcohol in Sporting Clubs.** The Association will adopt a responsible serving of alcohol policy.

**30.9 Sun Protection.** The Association will adopt a sun smart policy.

**30.10 Netball Australia and Netball Victoria Policies .** The Association will adopt all codes, policies, procedures and regulations from Netball Australia and Netball Victoria as amended from time to time.

### **31. DISPUTE RESOLUTION**

**31.1** Where a member breaches a Bylaw, and that Bylaw prescribes a penalty for such breach, then the Board of Management may impose such penalty. For any other breach of the Bylaws, the Board of Management will impose any other penalty it sees fit in accordance with these Bylaws and the Constitution.

**31.2** Any member who does not agree with a penalty or action of the Committee made under this Bylaw, may advise the Board of Management in writing within a timely manner following the penalty or decision being made. The Board of Management may then:

- (i) Discuss the issue with the relevant party and then make a decision regarding the matter. The Committee shall inform the party/s involved of their decision either verbally or in writing; or
- (ii) Have an informal meeting with the relevant party/s in order to discuss and resolve the dispute.

**31.3** Any penalty imposed under Bylaw 30.2 is final.

a) Protests - A team wishing to protest must submit their protest in writing to their club

President/Secretary and this protest must be received from the club to Association within 3 business days of the match being played. Wherever possible the result of the protest shall be determined by the Association within 7 days . A protest may only be lodged for matters not covered by Netball Victoria's Child Safe, Member Protection policies or Competition Complaints Handling Regulations

### **32. SPECIAL CIRCUMSTANCES/PROVISIONS CLAUSE**

Where these Bylaws are silent on a particular matter, a decision can be made by the Board of Management. In exceptional or extenuating circumstances, the Board of Management may, acting reasonably, alter, vary or waive the requirements set out in these bylaws relating to the Association.

### **33. INDEMNITY**

Except where provided or required by law and such cannot be excluded, the Association and its respective directors, officers, members, servants or agents are absolved from all liability however arising from injury or damage, however caused, arising whilst participating in the Association's activities as a member.

### **34. MATCHDAY MISCONDUCT**

34.1 Any competition related offences and disputes are to be dealt with according to the Netball Victoria Child Safe Policy, Competition Complaints Handling Regulations and Member Protection Policy : See Netball Victoria Affiliated : <https://menanetball.com.au/rules-regulations/>

34.2 As an overview:

34.2.1 The complaint should be written up using the Complaint Form available from the Netball Victoria website. Preferably this should be done on behalf of the person making the complaint by the Club president.

<https://vic.netball.com.au/sites/vic/files/2020-01/Complaint-Form-.pdf>

34.2.2 This form must come from the Club President and must be sent to the MENA Secretary [secretary@menanetball.com.au](mailto:secretary@menanetball.com.au) as soon as practicable and within five (5) business days of the incident taking place.

34.2.3 MENA Secretary will send the Complaint Form to the MENA Complaints Manager who will ask the President of the Club that the person that the complaint is against to fill out a Respondent Form.

<https://vic.netball.com.au/sites/vic/files/2020-01/Respondent-Form.pdf>

34.2.4 This Respondent Form will be sent back to the Complaints Manager.

34.2.5 The Complaints Manager will determine under which policy/regulation the complaint will be dealt with – Child Safe, Competition Complaints Handling or Member Protection in this order.

34.2.6 Further information from umpires, witnesses and officials, complainant or respondent may be sought.

34.2.7 The Complaints Manager will then make a determination.

34.2.8 The complaint will either be upheld or dismissed at this point.

34.2.9 The Complaints Manager will either:

a) Determine that no disciplinary action is required and dismiss the Complaint

b) Decide in relation to the Complaint and impose the appropriate penalty in accordance with Part V of the Regulations

c) Determine that the matter should proceed to a Hearing.

34.2.10 An appeal may be lodged to the MENA Appeal Officer if one or more of the following applies

<https://vic.netball.com.au/sites/vic/files/2020-01/Notice-of-Appeal.pdf>

a) That significant new or additional evidence has become available

b) That the penalty imposed by the Complaints Manager or Hearing Panel is not in accordance with the Policy or Regulations

c) That the Complaints Manager or Hearing Panel failed to follow procedures or requirements of the Policy or Regulations to the significant detriment of the Respondent.

### **35. OFFICIALS, PLAYER AND SPECTATOR CONDUCT**

35.1 Each Club or Team is responsible for the conduct of its officials, players and supporters before, during and after matches.

35.2 Umpires may warn a Club official or Team Captain when such conduct is inappropriate and must cease.

35.3 Should the Umpire see fit the game may be paused whilst the official, player or spectator is advised by the Umpire or Official to cease such behaviour.

35.4 Should such behaviour continue, the Umpire may abandon the game at their discretion.

35.5 In the event of a game being abandoned, the scores will stand but the 4 game points will be awarded to the non-offending Club. If both Clubs are at fault no points will be awarded.

**35.6** All must adhere to the Netball Australia Codes of Behaviour.

**35.7** The venue is a non-smoking area during competition/events.

**35.8** The venue is alcohol free during competition other than approved functions within the prescribed areas in the Alcohol Management policy

### **36. GENERAL RULES**

**36.1** In the event of any Clubs or Teams violating any rules of the Association or neglecting to comply with the directions of any Committee or sub-Committee, which may from time to time be appointed, such Clubs or Teams shall be liable to a fine, loss of points, suspension or expulsion as the Association shall determine. Any Clubs or Teams whilst under suspension shall forfeit all rights and privileges held under the Association, its delegates shall cease to act, and team members shall be liable to be debarred from competing in any match held under the auspices of the Association

**36.2** Where fine money is not paid by the stipulated time, four (4) points may be deducted from the premiership points of the defaulting teams.

**37. COMPETITION RULES** - As per Association website - <https://menanetball.com.au/rules-regulations/>

**38. POLICIES** - As per Association website - <https://menanetball.com.au/rules-regulations/>