

# Representative Player Policy



## 1 Purpose and Background

- 1.1 Ipswich Netball Association, also known as “INA” or “the Association”, recognises that representative netball can be a positive experience for all involved. Players learn teamwork, build self-confidence through development of skills, learn about responsibility and independence, make lifelong friendships, and learn about the effort it takes to be successful.
- 1.2 The Association enters a number of teams in competitions conducted by Netball Queensland (“NQ”). The Association may choose to enter teams in the following NQ competitions:
  - 1.2.1 Queensland Premier League
  - 1.2.2 State Age Championships
- 1.3 Representative netball requires individual performance in a team environment. Therefore the competitions are never about one player in particular, or the club they play for.
- 1.4 To facilitate a successful environment for the Association’s representative netball program, the Representative Player Policy has been developed.
- 1.5 This policy applies to all players who wish to nominate to trial for a position to play in an Ipswich Netball Association (INA) Team. “Player” covers all who nominate for team selection.

## 2 INA Representative Team Selection Policy

- 2.1 All players must agree to be available for team selection and be registered and play in an INA Club Team.
- 2.2 All players must agree to undertake the roles and responsibilities of the player position accepted, and abide by all the rules outlined. In order to be considered for INA selection, you must:
  - 2.2.1 Submit the Association Representative Trials form by the required date
  - 2.2.2 Read, and agree to adhere to the Representative Player Policy.
- 2.3 If selected to represent INA, you are required to submit the following by the due date:
  - 2.3.1 Medical and acceptance of position form
  - 2.3.2 A \$100 non-refundable player participation fee
  - 2.3.3 Agreement to pay INA Rep Team Invoice by the due dates
  - 2.3.4 Uniform Order Form (if new to the Association)
  - 2.3.5 Certificate of Achievement – Section 1 Umpire Exam
  - 2.3.6 Any other required forms specified by the Team Manager.
- 2.4 In addition to the above, Parents and Legal Guardians are expected to have read and agreed to the Memorandum of Understanding (MOU) if their child is selected.
- 2.5 Queensland Premier League players must meet the following requirements:
  - 2.5.1 Must have played a minimum of 90% of fixture games over the season.
  - 2.5.2 All Open QPL players must play in a Division 1 team.

## 3 Trial Policy

- 3.1 The trials and selection process shall be finalised at a date determined by the INA Management Committee which takes into account all relevant factors.

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- 3.2 In cases where the number of players trialling is less than the player numbers required, trials may not be required.
- 3.3 Applicants will be responsible for submitting completed official nomination forms. Trial Forms are found on the INA website under “Representative Netball”:
- 3.4 Forms must be submitted by the due date advertised with the \$10.00 fee payment.
- 3.5 Late nominations may be accepted at the discretion of the INA Management Committee. The decision to accept the late nomination will be discussed on a case by case basis by the INA Management Committee. Nominees will be notified if the late nomination form has been accepted via email. Late nominations will require:
  - 3.5.1 A letter of explanation regarding reasons for the late submission
  - 3.5.2 Payment of \$10.00 administration fee to accompany the nomination form.
- 3.6 Players unable to make trial dates (“Absent from Trials”) are required to advised INA via email to [ipswichnetball@outlook.com](mailto:ipswichnetball@outlook.com) and identify why they are unable to attend.
- 3.7 If a player is absent from trials, the following will be used to identify players for phase 1 squad:
  - 3.7.1 Development Program
  - 3.7.2 Resume provided by club or previous association
  - 3.7.3 Performance in previous years’ carnivals.
- 3.8 Players are required to attend trials on the nominated day. Absence from trials may affect a player’s eligibility for selection in a team. If selected, players are expected to make themselves available to attend training sessions (including the camp), warm-up carnivals, rep carnivals meetings, and games as required of the role. In addition, for State Age:
  - 3.8.1 Players and parents are required to attend a meeting prior to commencement of training
  - 3.8.2 Players and parents are required to attend a meeting on the designated date approximately one to two weeks prior to the appropriate representative carnival.
- 3.9 Each player is expected to bring the following to trials:
  - 3.9.1 Appropriate exercise wear, including a allocated shirt colour and black exercise shorts/leggings (no denim shorts)
  - 3.9.2 If worn, protective equipment such as ankle/knee guards/taping
  - 3.9.3 Netball or cross-trainer shoes
  - 3.9.4 Sweat towel (for stretching)
  - 3.9.5 Water bottles filled before trials (2 sports bottles recommended)
  - 3.9.6 Recovery snack

## 4 Uniform Policy

- 4.1 During all carnivals and competitions, all INA players are required to wear, INA uniform
  - 4.1.1 Females – INA dress and plain black bike pants
  - 4.1.2 Males – INA Shirt and shorts
  - 4.1.3 INA socks
  - 4.1.4 INA shirt.
- 4.2 Uniform items can be purchased for INA website under Representative Netball Uniform Order

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- 4.3 Additional uniform items can be purchased.
- 4.4 Players are expected to wear the INA Association uniform correctly, neatly, and proudly when attending any event as an INA representative.
- 4.5 INA Representative uniforms can only be worn when representing INA.
- 4.6 All items should be clearly labelled with the player's name at all times.
- 4.7 Nail polish and hair ribbons are acceptable; face paint or zinc is not an acceptable part of the uniform.

## 5 Injuries and Insurance Policy

- 5.1 Players are required to report to their Coach or Manager any injury or sickness that may restrict their ability to train or compete. In the event of a player sustaining an injury or showing signs of an illness which is of concern to the Coach, Manager, or INA, the player must provide a written clearance from a registered medical practitioner relevant to the sustained injury or illness prior to engaging in any further activity. Players are encouraged to provide their Coach and Manager with an Injury Rehabilitation Plan to assist with injury rehabilitation. Coaches may also request the player complete a club game before returning to representative level netball.
- 5.2 If a player is required to withdraw from a team due to injury, INA will refund all costs that have not been spent. INA will not refund costs already spent on behalf of the player (eg warm-up carnivals, rep carnivals, costs associated with change of travel bookings due to withdrawal). Fees refunded will be at the discretion of the INA Management Committee.
- 5.3 Players are required to be a member of Netball Queensland for insurance purposes. Insurance is through registration with your club. Insurance details can be accessed on the Netball Queensland website: <http://qld.netball.com.au/insurance/>.
- 5.4 Within reason, if a player is injured or ill they are expected to attend all training and games sessions even if unable to take part.

## 6 Training

- 6.1 Players will receive details about training times from their Team Manager. Players are expected to be ready to warm-up (shoes and guards on) at the designated start time, and available for warm-downs following training. Within reason, players are still expected to attend training sessions even if unable to take part due to injury or illness. Please notify the team's Manager in adequate time if you will be late, need to leave early, or unable to attend.
- 6.2 Each player is expected to bring the following to each training session:
  - 6.2.1 Appropriate exercise clothing, including INA uniform training shirt and black exercise shorts/leggings (no denim shorts)
  - 6.2.2 If worn, protective equipment such as ankle/knee guards/taping
  - 6.2.3 Netball or cross-trainer shoes
  - 6.2.4 Sweat towel (for stretching)

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- 6.2.5 Water bottles filled before training (2 sports bottles recommended)
- 6.2.6 Recovery snack
- 6.2.7 A positive attitude, willingness to learn and work hard, and be respectful and supportive of their team members.

## 7 Competitions and Championships

- 7.1 Players will receive details about competitions and championship dates and times from their Team Manager. Players are expected to be ready to warm-up (shoes and guards on) at the designated start time and be available for warm-downs following games. Within reason, players are still expected to attend all games even if unable to take part due to injury or illness. Please notify the team's Manager in adequate time if you will be late or unable to attend. Each player is expected to bring the following to each game:
  - 7.1.1 Correct INA uniform;
  - 7.1.2 If worn, protective equipment such as ankle/knee guards/taping;
  - 7.1.3 Netball or cross-trainer shoes;
  - 7.1.4 Sweat towel (for stretching);
  - 7.1.5 Water bottles filled before training (2 sports bottles recommended);
  - 7.1.6 Recovery snack
  - 7.1.7 A positive attitude, willingness to learn and work hard, and be respectful and supportive of their team members.

## 8 Other Activities

- 8.1 Players are expected to participate in all activities as organised by the Committee of INA for Representative teams, including but not limited to:
  - 8.1.1 Representative annual presentation
  - 8.1.2 Representative team photo shoot
  - 8.1.3 NetSetGo Program
  - 8.1.4 Fundraising activities
  - 8.1.5 Any other activities as requested by INA
- 8.2 Players that fail to meet the above requirements may face disciplinary action.

## 9 Netball rules

- 9.1 Each player must have a sound understanding of the rules of Netball. You will be expected to provide your Team Manager a current Certificate of Achievement – Section 1 Umpire Exam certificate with a pass mark of 70% or higher. If a player fails, the player must continue to complete the exam until they reach a pass mark.

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## 10 Medical Requirements

- 10.1 Once selected, players must submit a Medical Information Form by the date determined by INA. The Medical Information Form is available on the INA website under Representative Netball Medical Form.
- 10.2 INA abides by the Pure Performance Policies of the Australian Sports Anti-Doping Policy (ASADA). INA aims to protect Australia's sporting integrity through the elimination of doping.
- 10.3 If any player or team member has questions about drug use, please refer to the ASADA website: <http://www.asada.gov.au/education/index.html>.

## 11 Travel in Brisbane and South-East Queensland

- 11.1 Warm-up carnivals – Players involved in warm-up carnivals will be required to find their own way to and from warm-up carnivals. INA will not reimburse travel costs.
- 11.2 Queensland Premier League – Players involved in Queensland Premier League will be required to find their own way to and from the State Netball Centre INA will not reimburse travel costs.
- 11.3 For State Age and Rep carnivals based in the local area (e.g. Ipswich), players will be required to organise their own transport to and from the carnival. Players should arrive at the time specified by their Team Manager.

## 12 INA Representative Travel Policy

- 12.1 This policy only applies only when the team travels together for State Age and Rep Carnivals. This policy is not applicable to Carnivals in the local area (eg Ipswich), Queensland Premier League, and Warm-Up Carnivals.
- 12.2 Travel - All team members are required to travel to the event as a team and no personal travel will be permitted. All team members will have their travel options (eg flights, bus, and car) booked by INA and will travel to the event at the dates and times specified by INA on a group fare basis. Depending on the carnival location, team members will have the option of making their own return travel arrangements. This option will be provided for carnivals in the Brisbane and SEQ region. For carnivals outside the SEQ region, team members are expected to return with the team. Players wishing to return outside the group booking times and dates must submit this request in writing to [ipswichnetball@poutlook.com](mailto:ipswichnetball@poutlook.com). INA Management Committee approval will be required, and changes and costs associated with cancellation of the travel options will be incurred by the individual. The individual is then responsible for booking their return journey and will no longer be included as part of the group fare.
- 12.3 In order to be considered for team selection the following clauses must be agreed upon:
  - 12.3.1 Agree to allow INA to act as your agent in organising travel options, accommodation, meals, and travel insurance
  - 12.3.2 For players and player parents/legal guardians, agree to INA being responsible for the care of all players for the duration of the team travel arrangements. INA will provide two (2) care takers (Coach and Manager) for each team at all times throughout the carnival
  - 12.3.3 Agree to abide by the Travel Policy outlined.

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- 12.4 Accommodation - Team members will agree to be accommodated as determined by INA. INA will endeavour to seek accommodation that is most suited to the team needs in terms of location, comfort, services and cost. Players will be placed in rooms with other players in their team.
- 12.5 At the accommodation, be respectful to others in the team and their common requirements. Bear in mind that you are staying on premises which are open to the public and there should be no excessive noise in the corridors or rooms. Appropriate behaviour and attire should be considered at all times around the accommodation. No consumption of alcohol or smoking will be permitted. This behaviour will result in an official report to the INA Management Committee and disciplinary action, including the possibility of the player being removed from the carnival. If this decision is made, it will be at the personal expense of the team member involved.
- 12.6 At the accommodation, players can only visit rooms of other team members. Players are not to leave the premise or be walking around outside of the allocated rooms after hours unless accompanied by an INA representative or permission has been granted. Unauthorised visitors to player accommodation and rooms will result in an official report to the INA Management Committee and disciplinary action, including the possibility of the player being removed from the carnival. If this decision is made this will be at the personal expense of the team member involved.
- 12.7 Team members should ensure that their rooms are locked when vacant. Rooms are expected to be kept neat and tidy, including when vacating the room. Room telephones are for internal calls only. Room telephones cannot be used for outgoing calls. All emergency calls must be referred to an INA Official.
- 12.8 Insurance - INA has a corporate travel insurance specific to our netball community and covers all team members. Travel insurance cover extends to all team members for the duration of the carnival/competition. Insurance details can be accessed on the Netball Queensland website: <http://qld.netball.com.au/insurance/>.
- 12.9 Medical Requirements - Medical forms will be distributed to the Team Manager travelling with the team. Any medication should be clearly labelled with the players name and handed to the Team Manager, or as directed by the Team Manager. Team Members should not share medication with others. Management will only purchase medication where necessary. For players under 18 years of age, this will only be done with the express permission of the parent or guardian.
- 12.9.1 If a player becomes ill while travelling under the responsibility of INA, then medical assistance will be sought from the Rep Coordinator travelling with the team. The Rep Coordinator will provide clearance to continue playing if the Rep Coordinator sees fit to do so.



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## 13 INA Representative Carnival Policy

13.1 This policy applies for State Age and Rep Carnivals. Warm-up carnivals are also included in this policy.

### 13.2 General Carnival and Championship Rules:

13.2.1 Players must make themselves available from the start of the opening ceremony until the conclusion of any championship and or carnival presentation ceremonies, regardless of where their team places in the carnival.

13.2.2 Players must be ready and prepared for warm up before each game; eg shoes on, water bottles filled, strapping complete, and ball bag ready to go.

13.2.3 Players are responsible for carrying the ball bag and water bottles to the court.

13.2.4 Players must wear their shirt and hat when not playing.

13.2.5 Listen and obey instructions from INA Managers and Coaches of ANY team.

13.2.6 Players are expected to sit as a team in the tent. This includes having bags and items at the back of the player tent in a neat and tidy fashion.

13.2.7 Team members are expected to support their fellow team members and INA at the competition.

13.2.8 Players will all have meals together where possible on the schedule.

13.2.9 While in the care of INA, players will have most meals supplied for State Age Carnivals.

13.2.10 Players supply their own food for rep carnivals and warm-up carnivals.

13.2.11 It is the players' responsibility to get enough sleep to perform at carnivals.

13.2.12 Valuables, jewellery and cash amounts are to be kept to an absolute minimum (\$50) at carnivals. All property is the responsibility of the individual. INA will not be responsible for lost or stolen valuables.

13.2.13 All players are to obtain permission from their Team Coach and or Team Manager before leaving the INA Group during the carnival

13.2.14 All players are requirement to fill in a form to leave the carnival not via INA transport provided. The form must be signed by a INA Management Committee member.

13.2.15 Talk to a Team Manager, Coach, INA Official if there are any concerns.

13.3 INA Study Policy - for players that have exams close to the time of the Carnival, the following will apply:

13.3.1 The players must travel to the event with the team.

13.3.2 Players will be billed for the Carnival, regardless of the length of stay.

13.3.3 The players must stay with their team.

13.3.4 Players are to be allocated specific study times.

13.3.5 Players may bring laptops to the Carnival venue to study. Any player found using their laptop for activities other than study purposes at the Carnival venue will have their study privileges removed. INA will not be responsible for theft or loss of laptops used for study purposes.

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## 14 General INA Representative Code of Behaviour

- 14.1 When completing the trial form, you will be required to acknowledge you have read and agreed to abide by these policies. Do not trial if you are not prepared to abide by these policies. As a person complying with this Policy, you must meet the following requirements with regard to your conduct during any activity held or sanctioned by INA or Affiliates.
- 14.2 Team Members are expected to represent INA with professionalism at all times.
  - 14.2.1 Lead by example in their behaviour, on and off the court.
  - 14.2.2 Be respectful of all team mates, including other players, Coaches, Managers, Umpires, parents and others involved in netball.
  - 14.2.3 Play fair and take pride in their Association, regardless of how they may be treated by those outside of the Association.
  - 14.2.4 Treat all persons with respect and courtesy and have proper regard for their dignity, rights, and obligations.
  - 14.2.5 Be ethical, fair, considerate, and honest in all dealings with others.
- 14.3 Know the rules and operate within the rules and spirit of the sport including national and state guidelines, constitution and policies which govern INA and Affiliates.
- 14.4 Do not use your involvement with netball to promote your own beliefs, behaviours, or practices where these are inconsistent with those of INA or Affiliates.
- 14.5 Team Members are expected to support their fellow team members and other INA teams at competitions.
- 14.6 Comply with all relevant Australian laws (Federal and State), particularly anti-discrimination and child protection laws.
- 14.7 Refrain from any behaviour that may bring INA or Affiliates into disrepute.
- 14.8 Provide a safe environment for the conduct of the activity.
- 14.9 Abide by the relevant INA role-specific codes of behaviour and understand the repercussions if you breach, or are aware of any breaches of this Code of Behaviour.
- 14.10 All valuables and property are ultimately the responsibility of the individual. INA is not responsible for any items lost or stolen while representing the Association.
- 14.11 All players are expected to adhere to a non-smoking/non-alcohol/non-drug policy at all times when competing as an INA representative.
- 14.12 Respect and acknowledge the contribution of those who create the opportunity for you to play such as volunteers (Scorers, Coaches, Timekeepers, Administrators, and Umpires).
- 14.13 All players are to note that misbehaviour, offensive and aggressive language, incidents of theft, dishonesty, or abuse will not be tolerated.
- 14.14 Finally, participate in the sport of netball because you enjoy it, not just to please parents and Coaches.



## 15 INA Social Media Code of Conduct

- 15.1 Do not use social media to be critical of members of the netball community, including players, coaches, managers, clubs, officials, administrators, volunteers, spectators, sponsors, and/or other related organizations or individuals. As an indicator, it is not appropriate to post comments if said in person during the conduct of a netball game, would result in disciplinary action being taken.
- 15.2 Do not post material that is obscene, defamatory, threatening, harassing, discriminatory, or hateful to another person or entity. This includes posting words, jokes, or comments based on an individual's gender, sexual orientation, race, ethnicity, age, or religion.
- 15.3 Do not disclose other people's personal information on social media platforms. Disclose only publicly available information.
- 15.4 Do use social media as a positive outlet to promote members of the netball community, including players, coaches, managers, clubs, officials, administrators, volunteers, spectators, sponsors, and/or other related organizations or individuals.
- 15.5 Do use social media to comment on issues you would be comfortable saying to someone face to face.
- 15.6 Be aware that postings, comments and/or messages from an individual's account or mobile phone is the responsibility of the account owner unless the account owner can prove that their account had been accessed by an unauthorised person and by a method outside of their control.
- 15.7 Be vigilant about the security of social media account(s) or mobile phones and take all reasonable steps to protect themselves (e.g., not sharing passwords or allowing others to log on to their individual accounts).
- 15.8 The INA logo must not be used in any way which would result in a negative impact for the Association or its members.

## 16 Deselection from team

- 16.1 Players or INA may request withdrawal from a Representative Team. Either party must provide notice in writing not less than fourteen (14) days. Please email [ipswichnetball@outlook.com](mailto:ipswichnetball@outlook.com)
- 16.2 In addition the Association may deselect a team member without notice if the player:
  - 16.2.1 Is substantially failing to comply with the policies and codes outlined in this document, and has failed to remedy such breach after discussion with their Team Coach or Manager.
  - 16.2.2 Is substantially failing to comply with the policies and codes outlined in this document, and has failed to remedy such breach after at least one weeks' written notice by the Association to do so.
  - 16.2.3 Is substantially failing to comply with the terms of the selection policy and such breach is not capable in the Association's opinion to be remedied
  - 16.2.4 Has missed three or more training sessions and has failed to notify the Team Manager of expected absences from training.
  - 16.2.5 Has, in the opinion of the Association, brought it or any individuals employed by or associated with the Association into disrepute
  - 16.2.6 Has been convicted of an indictable offence.

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16.3 Upon deselection from the team, the team member shall return to the Association all property belonging to the Association. Players do not need to return uniforms paid for. Players may be able to sell uniforms to other players; this is the responsibility of the individual.

## 17 Dispute resolution

17.1 If a dispute arises out of or in relation to this Policy, the parties will confer in good faith with a view to resolving the matter in accordance with the procedure as outlined in the INA Incident Management Policy.

## 18 Payments and Refunds

- 18.1 In order to be considered for team selection you must agree to pay the invoice for all costs related to your selection by the nominated payment date. Invoices will provide a breakdown of costs associated with playing representative netball for INA. Payment options are by bank transfer
- 18.2 Payments of invoices or fundraising efforts must be given to the appropriate Ipswich Netball Association Official. Un-financial players will not be considered for teams. Parents/Guardians are encouraged to approach the Ipswich Netball Association Treasurer with any concerns in regards to payment of monies.
- 18.3 Failure to pay the invoice in full by the due date will result in the individual being withdrawn from the team, travel arrangements cancelled and the individual being billed for any cancellation costs.
- 18.4 Un-financial players will be unable to participate in an INA competitions and NQ will be advised of the player financial requirement to INA.
- 18.5 All players must be financial with their respective club prior to attending a Representative carnival with INA.
- 18.6 If a player is required to withdraw from a team due to injury, INA will refund all costs that have not been spent. INA will not refund costs already spent on behalf of the player (eg warm-up carnivals, rep carnivals, costs associated with change of travel bookings due to withdrawal). Fees refunded will be at the discretion of the INA Management Committee. INA will not refund costs if a player has been removed from a team for disciplinary reasons. INA reserves the right to make financial adjustment (invoice) for costs that are above \$10.00 per person.  
Adjustments will be for:
  - 18.6.1 Fundraising efforts
  - 18.6.2 Increase in fees associated with Carnival
  - 18.6.3 Other costs to cover participation in representative netball.

## 19 Policy Breach

- 19.1 All players are expected to adhere to this policy when representing INA. Severe breaches of this policy that cannot be resolved by the Coach and Team Manager must be reported to the INA Management Committee within two (2) days of any occurrence.
- 19.2 Breaches of this policy must be kept confidential and disclosure to any third party beyond the INA Management Committee is not permitted.
- 19.3 Breaches of this policy will be handled according to the Incident Management Policy.
- 19.4 Consistent incidents or gross misdemeanours will result in an official report to the INA Management Committee and disciplinary action, including the possibility of the team member being removed from a team, a carnival or competitions. If this decision is made, this will be at the personal expense of the team member involved. A gross breach of the team rules will result in the player not being considered for selection in an INA Representative Team in the following two (2) years.

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## 20 INA's Commitment to you

- 20.1 INA recognises that we have a commitment to you. INA agrees to:
- 20.1.1 Act in accordance with the Policies, Procedures, and Guidelines developed and promoted by the Association.
  - 20.1.2 Ensure the wellbeing of the player is paramount in all dealings as an INA representative.
  - 20.1.3 Be responsible for the care of all players for the duration of the team travel, carnival and competitions.
  - 20.1.4 Organise travel arrangements. INA will act as the agent in organising travel options, accommodation, meals, and travel insurance.
  - 20.1.5 Endeavour to communicate information about representative netball in a timely manner.
  - 20.1.6 Endeavour to keep the costs of involvement in representative netball to a minimum level.
  - 20.1.7 Appoint Coaches, Managers, and Umpires that agree to act in accordance with the Policies, Procedures, and Guidelines developed and promoted by INA.
  - 20.1.8 Continue to progress as an Association, learning from past actions, and implementing action that directs INA as a whole towards a positive and progressive future.
  - 20.1.9 Be transparent in our dealings with the INA community and general community.
  - 20.1.10 Be open to feedback from the INA community and the general community in all its dealings.

## Document History

<b>Document Number</b>	<b>INA-003</b>	<b>Current Version</b>	<b>2</b>
<b>Released Date</b>	27 August 2019	<b>Last Updated</b>	20 February 2023
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## Document Amendment History

<b>Version</b>	<b>Date</b>	<b>Section</b>	<b>Summary or Amendment</b>
2	20 February 2023	Section 12	Travel policy - No consumption of alcohol or smoking will be permitted. Players are not to leave after hours
1	27 August 2019	New	Released document