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Maitland District Netball Association Inc

Representative & Selection Policy

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Preamble

The Maitland District Netball Association (MDNA) is a not-for-profit organisation and is administered by volunteers. MDNA is incorporated under the 1984 Associations Incorporation Act.

The MDNA is committed to the creation of a positive sporting environment that supports, encourages and provides opportunities for all members to achieve their sporting potential.

We acknowledge the need to embrace change and continuous improvement within our Association.

We are committed to developing a sporting culture that is based on integrity, equity, diversity, trust, and respect for one another.

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MANAGEMENT OF REPRESENTATIVE PROGRAM

The representative program is administered by the MDNA Management Committee.

The Tournament Convenor shall be responsible for overseeing and coordinating the program and will carry out all necessary actions as decided upon by the MDNA Management Committee.

TEAMS

Teams are to be selected for Junior and Senior State Titles as per the ages set by Netball NSW.

SELECTIONS

Nomination for Selector

- Nomination for selector must be submitted on an MDNA Representative Selector Nomination form.
- Selectors will be appointed by the Management Committee after the completion of the Junior State Titles.
- Selectors must meet the qualification criteria:
 - completion of the selector's training (online course)
- All selectors must agree to abide by the MDNA & NNSW rules and policies.
- Have a sound knowledge of MDNA Selection Principals and Procedures.

Number of Selectors

- The number of selectors shall be appointed dependent on the number of applications received.
- More than one (1) registered member from any one (1) Club may be appointed as a selector.
- A minimum of three (3) selectors will constitute a Selection Panel, one (1) of which may be the appointed coach.
- Each selection panel shall consist of no more than one (1) registered member from any one (1) Club.

Selection Principles and Procedures

- The Tournament Convenor will be the chairperson of the selection standing committee and will oversee the selectors and the selection process.
- Selectors that are parents/guardians of children trialing for representative team selection, shall not be included on the selection panel of the team for which their child is trialing.

- The number of players selected in each team is at the discretion of the selectors
 - Juniors (up to 14yrs) - minimum 9 and maximum 10.
 - Seniors – minimum 9 and maximum 12.
- Selectors are to select, as far as possible, players relative to both nominated playing positions. The selectors have the option of “trying” out players in alternative positions and making recommendations accordingly. However, all players **MUST** be trialed in both nominated positions during the course of selections.
- If selectors are unable to select a team of 9, the squad / selection will be disbanded, and a new trial date set by the Tournament Convenor.
- If at the second trial, selectors are still unable to select 9 players, the team will not be formed for that representative year.

Vacancies or Replacement Players

If for any reason a player needs to be selected or replaced in an already selected team, the following will apply:

- The required position must be identified.
 - For replacement players, this will be determined by the position as specified in the selection process and recorded by the selectors. The position for recruitment must replace the selected position of the player being replaced.
 - For a vacancy, the position will be identified by the coach in consultation with the Tournament Convenor.
- The shadow player for the required position must first be offered the position within the team. This will be identified and offered by the Tournament Convenor based on the selection record.
- If no shadow player is recorded, or the shadow player declines the offer, a trial is to take place. The trial date is to be set down by the Tournament Convenor and the required position advertised. Selection will follow all standard principles and procedures.
- If a team requires a player (due to player withdrawal) within 28 days of their State Titles, a trial is not necessary. Selection can be a paper only selection in consultation with the coach, Tournament Convenor and approval from Management Committee. The player must be a current registered player within the MDNA.

The MDNA expectations are that players are selected on:

1. Core Playing Competencies:
 - Sound technical skill base
 - Tactical understanding, ability to read play and make decisions under pressure
 - Execution of plays
 - Consistency in performance
 - Fitness and athletic ability
2. Core Personal Attributes:
 - Communication – ability to communicate within the team, give and receive feedback in a respectful manner
 - Self-responsibility – ownership and commitment to the representative team and program

- Resilience – ability to bounce-back and adapt in changing situations
- Leadership – leads by example, role models appropriate behaviour

3. Other Attributes:

- Demonstrated coachability and potential to improve
 - Demonstrated team qualities and proves a good fit for the team
 - Succession planning, balance of experienced and emerging talent
 - Positional versatility that will benefit the team
-
- Selectors will have access to Players Performance Reviews as submitted by rep coaches from the previous rep season. Such information will include attendance at training, playing skills and overall performance.
 - A written report will be provided to the selection panel from the Tournament Convenor detailing the attendance of players, where applicable.
 - Selectors have the option to advise if players are not required for further selections.
 - Selectors are to name, where possible, shadow/reserve players for each midcourt/shooting/defence.
 - Selected players will be notified upon finalisation of the selection process.
 - All players selected will receive written notification including specific information regarding time and date for any “Rep Meeting”.
 - Selectors may be provided with a list of members who are interested in trialing for representative teams to monitor throughout the season. If such players are reviewed, a report is to be submitted to the Tournament Convenor.

Selection Dates

- Dates for selections to be set down by the Tournament Convenor, in consultation with the Management Committee.
- Juniors (12-14y) should be announced during August to allow for advertising prior to the end of the winter competition.
- Seniors may be selected either at the completion of the winter season or by no later than the last week in February in the ensuing year.
 - The Selection Committee may choose to conduct a ‘paper only’ selection in the case of senior teams in consultation with the Tournament Convenor.
- Development (11y) may be selected either at the completion of the winter season or at a date set in the ensuing year.

Trialing Players

- Players are required to complete the MDNA Representative Player Nomination form prior to trialing.
- Players must not wear any article of MDNA representative clothing or club uniform.

Inability to attend Selections

- Any player wishing to be considered for selection but is unable to attend the trials must:
 - Submit written notice to the Management Committee, at least 24-hours prior to the scheduled trial date.

- Provide an explanation for the absence.
- Provide medical certificate or other documentation relevant to the absence.
- Where an injury or illness occurs within the preceding 24-hour period, notification and a medical certificate is required.
- For squad selections, a player that has provided written notice of their inability to trial, will be provided an opportunity to trial at the first squad training session. From this session, the player will be notified if successfully selected to the squad.
- 13 – Open. Where an injury or illness exceeds the selection period (i.e. the player is unable to attend initial selection and or squad training sessions), the selection panel, along with the coach, may make a request for a trial exemption to the MC. This will only be applied to an MDNA rep player from the preceding year's rep team and with the representative coach assessment report available.
- The authority to grant the exemption will be from the MC and will be made up of 2 Executive Members and the Tournament Convenor/Committee Member.

Squad Selections

- Squad training for the purpose of selection is compulsory. An explanation for any absence is required. Any player absent without written notice to the Secretary/Tournament Convenor will not be considered for final selection into a representative team.
- Players selected into the squad will pay a nominated selection fee. Players that are not selected to the representative team will have their deposit refunded.

13 & 14 years squad

- Players selected into the MDNA representative team in the previous year (i.e. u12y & u13y) are eligible for direct entry to a squad. This is not applicable to a team selection. The following must be completed:
 - Nomination form
 - Attend the initial trial
 - Pay the squad fee

15 years squad

- Players selected into the MDNA representative team in the previous year (i.e. u14y) are eligible for direct entry to a squad. This is not applicable to a team selection.
- Minimum numbers for selection are:
 - 19 or less – all players to trial
 - 20 or more – eligible for direct entry to squad
- The following must be completed:
 - Nomination form
 - Attend the initial trial
 - Pay the squad fee

OFFICIALS

All appointed officials including coach, assistant coach, manager, sports trainer or primary care person must agree to complete the appropriate MDNA contract for the position they hold.

Terms of appointment are for one (1) year only. The MDNA Management Committee may extend the term of appointment for two (2) years following a review and risk assessment.

All appointed officials must be registered or become registered members of MDNA for the year that they are appointed to the position.

No appointed official shall have an outstanding debt with MDNA.

The Tournament Convenor is ineligible to be appointed as an official of any Representative/Development team except for dismissal of an official at NNSW State Titles.

Application for Official Coaches

- Applications for coach and assistant coach are to be submitted to the Secretary and include the following:
 - Completion of the designated MDNA Representative Personnel Nomination form.
 - A 'coaching resume' outlining qualifications and experience to be included in the Nomination Form
 - Current working with children check, either application or verification number and completion of any associated NSW documents.
 - Evidence of current coaching accreditation.
- Representative Coaches must hold the appropriate coaching qualification as per NNSW State Titles Competition Rules.
- Development and Assistant Coaches must hold a Foundation Coach Accreditation at the time the representative season commences.
- Development and Assistant Coaches are required to be working toward their Development Coach Accreditation.
- All applications will be reviewed by the Management Committee and assessed before progression to interview. All applicants are subject to interview before approval to appoint.
- Where the Management Committee is of the opinion that the applications received do not meet the needs of the team or Association, the Management Committee have the right to extend the closing date or readvertise for nominations.
- All applicants will receive written notification of the outcome of their application.
- Coaches of teams (11-15y) should not be involved, in the coaching of their own child/relative or ward's team. The Management Committee may however consider and appoint a parent representative coach provided they meet the coaching criteria.
- Coaches are required to wear the MDNA uniform at training sessions, carnivals, tournaments or at other times when representing MDNA in their official capacity.
- Coaches are not to wear their MDNA uniform when they are not acting in their official role, this includes Saturday winter competition.
- Coaches are required to sign a contract with MDNA which includes an agreement to pay expenses as set by the Management Committee and agree to abide by the MDNA rules.
- A Representative Junior Coach can only progress with the same team for 2 consecutive years.
- Coaches will be required to adhere to minimum court time as stipulated by NNSW for the junior state titles and minimum 30% for 15 years at Senior State Titles.

Managers

- Applications for a manager is to be submitted to the Secretary and include the following:
 - Completion of the designated MDNA Representative Personnel Nomination form.
 - A brief resume outlining qualifications and experience to be included in the nomination form
 - Current working with children checks, either application or verification number and completion of any associated NNSW documents.
- All applications will be reviewed by the Management Committee and assessed before progression to interview. All applicants are subject to interview before approval to appoint.
- All applicants will receive written notification of the outcome of their application.
- Managers are required to wear the MDNA uniform at training sessions, carnivals, tournaments or at other times when representing MDNA in their official capacity.
- Managers are not to wear their MDNA uniform when they are not acting in their official role, this includes Saturday winter competition.
- Managers are required to sign a contract with MDNA which includes an agreement to pay expenses as set by the Management Committee and agree to abide by the MDNA rules.
- Managers may be required to complete training modules as requested by the Management Committee.

Primary Care Person (PCP)

- Applications for PCP are to be submitted to the Secretary via the form accessible on the MDNA website.
- All applications will be reviewed and appointed by the Tournament Convenor.
- The sole responsibility of PCP is to assess and treat minor injuries that occur during a game and administer the initial basic first aid as required. Ongoing treatment of injuries will be the responsibility of the MDNA appointed Sports Trainer/s who will be in attendance at State Titles.
- Where no other PCP is available for a team, that position will be assumed by the Manager.
- MDNA will not be responsible for the expenses of the PCP.
- The PCP has no other official functions to perform for the MDNA.

PLAYERS

Eligibility of Players

- Players who are deemed unfinancial (outstanding debt or other) with MDNA are ineligible for selection.
- A selected player must be a registered financial member of MDNA prior to training or playing in any representative team.
- Players who are unfinancial by the scheduled due date will be ineligible to continue in the representative program.

- Any player selected into an MDNA representative squad/team who trials at another Association will forfeit their position and be withdrawn by MDNA. Any player withdrawn by MDNA will be ineligible for selection for any team during that representative season.
- Any player who has been selected to a team/squad at another Association prior to MDNA selections and is named in a squad/team for MDNA, will be given 48 hours' notice to withdraw from the other Association or they will forfeit their position and their deposit with MDNA team. Written confirmation of the withdrawal is required.
- Any player that withdraws after being selected to an MDNA team, is ineligible for selection in any MDNA representative team for that season.

Players Responsibilities

- Acceptance of the position to a team/squad must be received from the player/parent within 48 hours of the notice.
- To confirm acceptance of the position, payment of the nominated deposit fee is required. Non-payment of the deposit will deem that player ineligible.
- The deposit fee will be deducted from the overall representative levy payable.
- All players selected to represent MDNA are responsible for completing in full and returning the MDNA Representative Player & Parent Contract.
- Representative players must be prepared to assist MDNA in fundraising and coaching activities and/or clinics as requested by the Tournament Convenor from time to time.
- All selected players are required to pay the representative levy as set out by the Management Committee. Players will be provided with the levy as early as possible and given payment options, including by instalments (as negotiated with the MDNA Treasurer). All accounts must be paid in full by the specified date.
- Report non-attendance of training or carnivals to the Tournament Convenor with any requested documentation forwarded to the Secretary within 48 hours of the absence.
- For any three or more non-attendance or non-participation to representative commitments, without prior Management Committee approval, the player's position will be subject to review by the Management Committee and if required, the coach of the team.
- All selected players are required to be a registered playing member of a winter competition team for an affiliated MDNA Club. The selected player must play a minimum of 5 competition games during the winter competition to be eligible to nominate and trial for a representative position with MDNA the following year.
- Players who fail to fulfil their representative requirements may be subject to review and withdrawn at any time by the Management Committee. This includes non-compliance and reduced participation at training and/or carnivals.

Parent/Guardian/Spectator Responsibilities

- All parent/guardian/spectator associated with a MDNA rep player, must abide by the Netball NSW Code of Behaviour Policy.

DISMISSALS

- Any official or player dismissed retains the right of appeal but must do so in writing to the Secretary with 48 hours of notification of dismissal.
- Any violations that result in dismissal will be subject to further review by the MDNA, which may include disciplinary action in relation to their membership and role within the Association competition.

Dismissal of Players

- Any player who contravenes the MDNA or NNSW Code of Conduct, rules or policy will be subject to review by the Management Committee. The player may be dismissed from the representative program. Players that are dismissed from the representative program will not be reimbursed for payment of part thereof or full representative levy.

Dismissal of Players at NSW State Titles

- Any player who contravenes the MDNA or NNSW Code of Conduct, rules or policies whilst at NSW State Titles will be subject to review by a minimum of two (2) Management Committee representatives that are present and acting in an Executive capacity at the event.
- Should a player be dismissed, they will not be considered eligible to partake further in the event in any capacity.
- Players aged 12 – 17 years will be the responsibility of the parent/guardian. If parent/guardian are unavailable, or cannot assume responsibility for the player, the MDNA Executive will continue supervision of the player until such time as alternative arrangements are made.
- Players 18 years and over will be responsible for their own arrangements.

Dismissal of Officials

- Any official who contravenes the MDNA or NNSW code of conduct, rules or policies whilst representing MDNA in their official capacity, will be subject to review by the Management Committee.
- Where this occurs at NSW State Titles, the official will be subject to review by a minimum of two (2) Management Committee representatives acting in an Executive capacity at the event.
- Should a coach be dismissed, the Management Committee representatives will appoint a suitably qualified person to the position to complete the current event (where relevant) or will appoint a coach for the remainder of the season.
- Should a manager be dismissed, the Management Committee representatives will appoint a suitable person to this role. Discretion may be used to appoint a Management Committee member or a parent where appropriate.

INJURY & ILLNESS

- Any player who is absent from training due to injury or illness needs to report non-attendance to the Tournament Convenor with supporting documentation forwarded to the Secretary within 48hrs of the absence.
- Any injury or illness that prevents the player from participating at full capacity, during training or competition, requires notification to the Tournament Convenor with supporting documentation forwarded to the Secretary within 48hrs.
- Players who have sustained an injury or illness that prevents full capacity at training for three (3) or more weeks require an injury management plan and a clearance. Supporting documentation must be forwarded to the Secretary.
- Each injury / illness will be assessed by MDNA on a case-by-case basis.
- A clearance letter may be required prior to returning to all netball duties.

Withdrawal of Players

- MDNA may review an injured player's position within the team throughout the representative season. This may result in the injured player being withdrawn from the team.
- Where a player is withdrawn from the team with more than four (4) weeks until the NNSW state titles, the player will not be included in the team list or travel with the team.
- Where a player is withdrawn from the team with less than four (4) weeks until the NNSW state titles, the player will remain included in the team list and may travel as part of the team. The team listing is subject to the NNSW competition rules for player registrations.

UNIFORMS

All representative uniforms are to be organised on behalf of the MDNA by the Purchasing Officer.

Any recommendations regarding additions or changes to uniform are to be reviewed by the Management Committee.

The MDNA playing uniform shall be determined by the Management Committee.

- For all players the approved uniform will be:
 - Playing singlet & shorts or dress
 - Tracksuit (Rep Only)
 - Training top & black shorts, tights or skins (mid-thigh length)
 - Representative bag (Rep Only)
 - MDNA socks
- For MDNA officials the approved uniform will be:
 - Tracksuit (supplied)
 - MDNA Shirt (supplied)
 - Grey Shorts (supplied)
 - Black Tights/shorts (training days & development coaches)

AWARDS

The Tournament Convenor will organise a representative presentation night for both junior and senior players at the conclusion of the representative program. The format and organisation will be at the discretion of the Tournament Convenor.

The following 3 awards will be presented to players:

1. Players Player Award – This will be awarded to the player who receives the most votes from the members of the team at championships as per an organised voting system.
2. Coaches Player Award – This will be awarded to one (1) player as chosen by the coach for an outstanding contribution to all aspects of the team.
3. Most Improved Player Award (Junior only) – This will be awarded to one (1) player as chosen by the coach for consistent improvement throughout the program.
4. Most Consistent Player Award – (Senior only) – This will be awarded to one (1) player as chosen by the coach for consistent netball throughout the program.

All players selected for awards will be presented with an individual trophy/award at the presentation dinner as well as having their name recorded on a shield displayed in the MDNA clubrooms.

EQUIPMENT

- All equipment required to conduct the representative program to be arranged by the Tournament Convenor in conjunction with the Purchasing Officer.
- A budget for the required equipment is to be submitted to the Management Committee prior to commencement of training.
- The distribution of training equipment and match requirements (i.e. patches) to representative coaches and managers is the responsibility of the Tournament Convenor. A register of issued equipment is to be maintained by the Tournament Convenor. The Tournament Convenor is also responsible for ensuring all items are returned at the completion of the program.

FINANCE

- The Treasurer will review the representative expenditure annually and prepare a budget for the following year's representative program. This will be presented to the Management Committee for approval.
- The Management Committee may undertake a review of the budget throughout the program if the estimated costs have exceeded the allocated budget.
- All representative program players and personnel will be issued with a detailed account of expenses and payment options.

- All payments are to be finalised before distribution of uniform or attendance to State Titles.
- Any person having difficulty meeting the required payment should apply in writing to the Treasurer for special consideration or to arrange an individual payment plan.
- Person/s requesting a refund must complete the MDNA Request for Refund Form.
- Any team wishing to fundraise must submit this request in writing to the Management Committee for consideration in accordance with the Finance Policy.
- Requests to sponsor, are to be submitted to the Management Committee and will be considered in accordance with the Finance Policy.
- Where any player withdraws after having accepted selection into a team and has not paid the applicable representative levy, they will be regarded as an unfinancial member of the Association and managed in accordance with the Finance Policy.