

Boronia Buffaloes Basketball Club

Club Policies





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"I'd like to begin by acknowledging the Traditional Owners of the land on which we meet today, the Wiradjuri and Bunurong people of the Kulin Nation and pay my respects to Elders past and present."



Committee Members

Roles and contact details can be found on our website www.boroniabuffaloes.com

**It is important to remember that our committee and coaches are
all volunteers.**

Policies are correct as at 20/06/2026 and are subject to change.



Child safe policy and code of conduct

Basketball Victoria has zero tolerance to child abuse in any form. All children and young people have the right to participate in safe basketball environments where they feel safe, encouraged, and heard.

Basketball Victoria is committed to promoting the safety and wellbeing of children in basketball by providing safe and inclusive environments. As part of this it is important that everyone involved in basketball is informed and aware of their responsibilities to protect and look after children.

Player's code of conduct and behaviour

The rules exist for the safety, proper order and enjoyment of all people involved in basketball. If you exhibit unacceptable behaviour such as deliberate fouls or aggressively challenging calls against you or your team, you must accept that there will be consequences for you, your team and/or our club.

Abuse to referees is unacceptable. Players who consistently dispute decisions or do not accept bad decisions are not exhibiting the sportsmanship expected by our club. If you disagree with a decision, have your coach, or team manager approach the referees during a break or after the game, in an appropriate manner.

Verbal abuse is a serious offence. Verbally abusing (including racism or other offensive language) other players or deliberately distracting, provoking an opponent are also not acceptable or permitted in basketball.

Acknowledge all players, whether they are from your team or the other team. Everyone likes to be praised when they do something well. If you acknowledge the achievements of your opponents, it is likely that they will follow the spirit of proper courtesy. Always congratulate the other team whether you win or lose and always accept loss with dignity. Remember to thank the coach of the other team as well, as they are trying their best as well.

Listen to your coach, your coach has been appointed to teaching you and guiding you through the season. Your coach has certain abilities and experience to help guide you through the season and games. Apart from skills training, your coach can help guide you and provide you with helpful advice on all aspects of playing basketball.



Coaches code of conduct and information

Coaches of Junior Domestic teams are responsible for the behaviour of all their players, parents and spectators.

Only speak to a referee in a respectful and considerate manner during time outs or suitable breaks in play.

Coaches are **NOT** permitted to step on court during game play but may speak to referees within the vicinity of their bench. (This does not apply to coaches of Under 8s who may enter the court to provide coaching to players).

Entering the court during play may result in disciplinary action by both the Knox Basketball Association and the Club.

It is the responsibility of both the coach and referee to work together and provide players and participants with a safe environment to play in.

If an injury occurs to a player, a coach will then be permitted to come on court from a referee signal and with the assistance from a team manager or parent to help assist with the exiting of an injured player on court.

If injured in a game and a player applies ice to injury or has a head injury. That player is not permitted back on court for the remainder of the game.

Working with children's (WWC) check

The Victorian Government has legislated that persons who work with children must undergo checks on their criminal records. Persons who have a conviction for a relevant criminal offence (sex, drug and violent offences) will be prohibited from working with children.

The Working With Children Act creates offences carrying very high penalties for non-compliance and those offences apply not just to the persons working with the children but to their supervisors, organisations employing them and Committee/Board members of organisation in which the people work with children. In representative basketball, the Working With Children Checks will replace police checks.

It is a requirement from Knox Basketball that anyone wishing to volunteer on the club committee or as a **coach** or **team manager**, will need to obtain a WWC check and then send a copy through to the **secretary**.

If you are under the age of 18yrs a WWC Card is not needed



Junior domestic registration

1. Any player wishing to participate in the domestic competition must be registered with Basketball Victoria This can be done through PlayHQ. www.playhq.com/basketball-victoria/register. Registration for a season with the Buffaloes is a commitment for the entire season.
2. A player remains registered with his/her Club until age prevents participation or a request for transfer and clearance is obtained with another club.
3. If a player wishes to transfer to another club at the end of a season, they must apply for a transfer through PlayHQ and await clearance from clubs. This process is not automatically granted if the player is restricted based on previous grade.

Grading Policy

1. Grading of all players in Junior Domestic will be based on their ability, coachability and conduct.
2. Grading will be undertaken by our grading coordinators from the Boronia Buffaloes and will be criteria driven based on player's skills on the day of tryouts, player wellbeing and previous season's coaches' feedback.
3. Our Grading Coordinators will then review each team towards the end of Round 3 and then round 6-7 to determine the appropriate grade for the remainder of the season.
4. Skills sessions are held for age groups of U10s to U16s.
5. Once tryouts have been completed for a new season and team selections have been made by our player coordinators, coaches will be allocated to teams. Venues and training times will be assigned.

Team Selection

Team selection is based on numerous factors, including, but not limited to:

- a. Player ability
- b. Coach and Grading-Coordinator feedback
- c. Friendship groups (U8s and U10s only)
- d. Player numbers and balance per team

We try to be as fair and reasonable as possible with our team selections. **However**, we cannot always grant specific requests from parents and players.

Team grading policy

1. Grading of all players in Junior Domestic will be based on their ability and their role within a team.



2. Grading will be undertaken by our player's coordinators from the Boronia Buffaloes and will be based on players ability on the day of skills sessions.
3. Our player's coordinators will then review each team towards the end of Round 7 to determine the grade appropriate to commence playing in for the remainder of the season.
4. Skills sessions are held for age groups of U10s to U16s.
5. Once tryouts have been competed for a new season and team selections have been made by our player coordinators, only then will coaches be allocated to teams, venues and training times will be delivered.

Parent and spectator behaviour policy

1. **Parents are encouraged to support their child / children and others in the team or on another team.** Support your child / children in their participation of basketball but do not force them to play if they don't want to. All sport is played for the enjoyment and fitness of their bodies.
2. **Encourage your children to always play by the rules.** Parents are advised to teach their children to be aware of the laws of the game. If your child / children show no respect for the rules of the game of basketball, they can come to believe that breaking the rules is acceptable too, and this is not the case. As there is always a serious consequence that follows.
3. **Teach your child / children that an honest effort is always important as a victory.** You should teach them from an early age that whilst a win can bring so much pleasure, a loss is also a great mark of a game played. Participating to the best of their abilities is far more important than winning.
4. **A child learns best from example.** Parents should be acknowledging all good players whether from your own child's team or from the other team. Good manners and respect can be infectious. If you as a parent acknowledge the positive in any player, then your child will see and hear this and will show the same on court against other clubs.
5. **Do not criticise your child or others in front of other people.** Reserve constructive criticism to a more private moment. Children can be very sensitive and feel strong humiliation if confronted in front of their peers.
6. **Accept all decisions from the referees as being fair and called to the best of their ability.** Abuse to referees is unacceptable behaviour. If you disagree with a decision, discuss it with your child's coach or team manager or with the referee at the end of a game in a calm and respectful manner.
7. **Set a good example by your own conduct, behaviour and appearance.** Set a good example by being kind and show respect to all players and their abilities.
8. **Support all efforts to remove verbal and physical abuse.** Treating all players no matter what their gender, religion or background is. All persons connected to basketball are entitled to equal treatment and respect.
9. **Show respect for your coach and all volunteers.** Without the following members, your child / children could not participate. Whilst many of our volunteers are parents of children who play the sport, many are also people who are dedicated to the



development of your child's club. Please show them the respect and appreciation that they deserve.

9.1. Parents or affiliates of players must not approach the coach to express grievances or engage in inappropriate behaviour during or after a game. All complaints should be directed to the club, who will address them appropriately.

- 10. Entering the court.** A parent will only be permitted on court to help remove an injured child, when signalled by the referee and coach to help remove the child.
- 11. Parent Scoring.** When scoring, please remember not to be on your phone or any personal electronic device. Please wait until game has finished, as this shows respect to the players, coaches and officials. Important calls can be missed without complete attention.
- 12. Younger children behaviour** When attending all basketball venues for training and game days, please remember that we need to keep our children out of danger. This means making sure that younger children are always with you, well behaved, that they don't wander too far away, and don't get too close to the courts whilst games are in play. This can cause a player or official to fall and, in some cases, cause an injury.
- 13. Training facilities.** Always respect the use of facilities that you train in. Facilities and equipment cost money and will only function properly if kept in good order. Discourage your child/ children from throwing balls at walls, throwing the ball too high or slam dunking and hanging off the rings as this could endanger other members or break items in training venues.

Disciplinary process

The Boronia Buffaloes Basketball Club is committed to handling all matters in a fair, respectful, and constructive way. Wherever possible, concerns, incidents, or grievances will first be addressed through open discussion and, if needed, mediation between the parties involved. Only when these steps are unable to achieve a satisfactory resolution will the Club formally engage its disciplinary process.

- (a) For breaches of The Buffaloes policies or values, a verbal warning may be provided and information around which areas of the policy were breached.
- (b) A second infraction of The Buffaloes policies will result in a written warning provided to the person responsible
- (c) A third infraction will be referred to the committee for consideration
- (d) A fourth may result in immediate de-registration from Knox Basketball
- (e) Any major infractions can be referred directly to the Committee for consideration, bypassing the above steps.
 - (i) Appeals can be submitted to The Buffaloes committee for consideration.

For any individuals under 18, their parents / legal guardians will also be made aware at each step



Heat Policy

In line with the Government declares a **catastrophic** or **code red** fire day all games played in a venue with no cooling will be abandoned.

If the ambient temperature exceeds 36 degrees Celsius on any court, the rest of the day's games on that court will be cancelled. This decision will be based on the temperature reading at each court and will be determined by the doorkeeper at the venue prior to the start of each game. A game that is already in progress will be completed with all following games cancelled. A cancelled game will constitute a *double bye*.

With common sense, we can cope with extremely hot summer days. However, the approach from the coach and/ or team manager should be that players are rotating equally, drinking plenty of fluids and have cool towels for comfort.

Players playing other games as fill-ins for a team in need.

1. Fill-Ins are not allowed during the initial grading period at the start of each season, unless that team has only 3 players available and otherwise would be forced to forfeit.
2. Any player who has been asked to help fill in for another team of their own club (**Boronia Buffaloes**) will be notified by our appropriate Player Co-ordinator (where the Player coordinator cannot be contacted, contact our **President**)
3. **Fill-In Procedure:** A coach will contact one of the above-mentioned Buffaloes representatives, then a coach or player will be contacted from another team. For example: U12 B grade player can be a fill in for an U14 B or above team, or if U12.1 C team needs a fill in and we have another U12 team (i.e.: U12.2 E grade), provided the games don't clash, and a player can fill in, and a player can be provided and the coach will be notified.

Fill ins are only permitted to play in a team graded the same or higher than their regular registered team. The Fill in is only permitted to fill in twice for a team before they are required to permanently move to the higher grade.

The exception is relating to age, whereby equivalent grades can play indefinitely between the two teams. For example an U12/B can play U14/B for the entire season.

4. **Non-Registered Players:** A player who isn't registered with Boronia Buffaloes (or any Knox District club) can fill in for a team whenever needed. The coach must contact the President or Uniform Coordinator to organise a loan uniform, which must be cleaned and returned no later than 48 hours after the game. These fill in players will need to be registered with Basketball Victoria for insurance purposes.



5. Non-registered players who fill in for more than 3 games before Round 7 must register with the club. Contact the Secretary for details.

Under 8 players may fill in **without any limit**.

6. Coaches

Ensure all registered and non-registered players are aware of these rules.

Game Day Expectations

It's important that players make it to training regularly and come to games on time (allow a 10 to 15 minute window to find a car park at venues). If unable to make it to training or games, please get in touch with your coach or team manager and keep them informed remembering that we are all volunteers and give up our time to be there for the children and team. The inability to start the match with three players or less will result in a 1 point penalty per minute until half time resulting in a forfeit, zero ladder points and financial penalty.

In the event that a team is unable to play a game (3 players or less), due to illness, injured, players are away and fill ins cannot be provided, if the coach and team forfeit the game, the forfeiting club will incur a fine to the club and the opposition team will receive a 10 point win.

If a team plays a game and then walks off court during a game due to bad calls, players getting hurt, a cost penalty is given towards the club and in some cases the whole team and coach may incur a behavioural tech foul, and the opposition team will receive points and the win

Uniform Wear and Uniform Orders for Players and Coaches

All players will be required to wear and obtain a Boronia Buffaloes uniform with an assigned registered player number by the Uniform Coordinator.

Player shorts and top are of an approved uniform design. Deviation of the approved uniform will result in a uniform penalty on the day. Duplicates of player numbers will also result in points penalty.

If a player registers and has not obtained a uniform prior to season/games starting, a loan uniform may be provided but needs to be returned as soon as possible once the player is able to get their own uniform. Loan uniforms are a large financial cost to the club and impact initiatives and Club improvements if not returned.

Please note that uniforms can take up to 3-4 weeks to be made.

Coaches are expected to wear their club provided polo shirt on games days (wearing a club hoodie is acceptable)

For all Boronia Buffaloes shorts, singlet tops and training tops we use:

Impact Sports Promotions 4/64 Charter Street, Ringwood Vic 3134



(03) 9879-4111

<http://impactsports.com.au/club/boronia-buffaloes/>

Note: All piercings need to be removed or taped up prior to games starting games and fingernails on all genders need to be trimmed regularly.

Fees policy

Below outlines how the Boronia Buffaloes manage refunds for registrations, prepaid game fees, and other payments.

Refunds are available if:

- Requested within 7 days of registrations closing.
- A player misses 6+ games due to injury/illness (where a medical certificate can be provided).
- A player's family relocates out of the Knox Basketball district .

3. Refunds are not available for:

- Change of mind
- Unhappy with team, coach, grade, or number.
- Training clashes or other commitments
- Sanctions from Basketball Victoria

Any refund will be subject to a \$50.00 administration fee.

All refunds are subject to the Boronia Buffaloes Committee approval.

The Boronia Buffaloes Committee are aware of differing financial situations for some families. Payment plans are available for our club fees. Please contact our **Treasurer** to seek available options before registering your player/s.

Medical information

If a player becomes ill or injured and is out of play for more than a 3-week period, a medical certificate needs to be obtained and sent through to the **Secretary**.

The Club must submit medical certificates to Knox Basketball on a player's behalf within 10 days of injury.

We require a player's medical certificate to be submitted to the club within 7 days of injury for the secretary to action this item and send through for submission.



After the medical certificate is submitted, the secretary will forward it to KBI, allowing the player to receive credit for any missed games. The player remains ineligible to play until a medical clearance certificate is provided. Once the clearance certificate is submitted to the secretary, the player is cleared to rejoin their team and resume playing as usual.

Concussion

If your child does suffer a knock to the head / head area during game play, and the player seems not right, they should be removed from the court and seek medical attention immediately. No player should go back on court until the player has been cleared by a doctor or medical profession before returning to any sport or training. It is then best to contact the coach and notify of the update of the child's condition.

Illness

If your child becomes unwell the night before a game or first thing the morning of a game, a parent / guardian needs to contact the child's coach **ASAP** so a fill-in can be arranged for the team in time. The more notice that is given the better of finding a fill in.

Social media policy

Social media can be very helpful and fun when it comes to posting information about our teams and children, especially when it comes to receiving player of the day awards or winning.

Social media should not be used for critical misuse towards, teammates, coaches, officials, volunteers, spectators or other clubs.

We remind all families, coaches, teammates and other spectators that you are to be **respectful, assume everyone can see what is been said, show respect to other players, coaches and teams and when in doubt leave it out.**

Photography

Basketball Victoria recognises that there are many legitimate reasons why photography and filming at sports is very common and does not wish to unnecessarily restrict or curb the creation of that content. Basketball Victoria wants to ensure that it and its Affiliated Associations, Clubs and accredited organisations and agents take reasonable steps to ascertain that photographic and filmed depictions of basketball activities are being used for legitimate and harmless purposes. Having a video record of a game is useful if there is a reportable incident during the game. The video can be used in evidence.

At more senior levels, the competition organisers have made it compulsory for games to be taped for precisely this reason. In addition, the knowledge that a game is being taped may act



as a deterrent to bad behaviour because players will know they may be captured on tape, even if a referee does not see the misdeed.

PARENTS, GUARDIANS AND FAMILY It is perfectly normal and acceptable for parents, guardians or family members to want to film or photograph their children's sports to keep as a memento of them growing up and share that content via social media or other channels of distribution. Associations and leagues should usually allow parents, guardians or family members to take photographs and video tape games or training, provided the parents, guardians or family members are known to the association. As a courtesy, the coach or manager of the opposition team should also be notified of the intention to photograph or video the game. Coaches are allowed to film their team's games to assist them in training.

COACHES AND REFEREE COACHES. Coaches are also allowed to film for the purposes of scouting another team that will be playing the filming team shortly. If this is to occur, then both teams should be advised in advance. However, this should usually be allowed.

Coaches who wish to video their own team's games or training for review should also normally be allowed to do so. Again, the opposition should be informed. Parents of the coach's own team should be advised by the coach if it is intended to regularly video games or training and the reason for it.

Referee coaches wishing to video games for training or evaluation purposes should advise the teams of their intentions prior to the game. Should any person take objection to the photographing or filming, they should be asked the reason why they object. It should be explained to them that the Basketball Victoria Photography/Filming Policy permits the creation of content for organisational and individual use. However, if the person objecting has a legitimate and strong reason why the objection is made, then a bar or sufficient editing should be applied on that content.

A strong reason may include a child-safety exemption whereby the child concerned is the subject of contested custody proceedings or has been the subject of violence or threats and publication of a video or photograph may compromise the safety of the child. This means that competition organisers, associations and clubs must be ever vigilant in protecting participants, particularly children, and alert media on site to any reasons to not take imagery or footage.

Ball size guidelines

As per Knox Basketball from 4/5/2024

Team	Age	Ball Size
All	Under 8	5
All	Under 10	5
All	Under 12	5
Boys	Under 14	6
Girls	Under 14 to Under 23	6
Boys	Under 16 to Under 23	7



Behavioural technical fouls and penalties

As per KBI's rules, coaches and players who receive 3 or more behavioural technical fouls in a particular season, including finals will have the following penalties applied:

1. 3 technical fouls = automatic 2 weeks suspension
2. 4 technical fouls = automatic 4 weeks suspension
3. 5 technical fouls = automatic 6 weeks suspension
4. 6 technical fouls = automatic 8 weeks suspension
5. 7 technical fouls = automatic 12 weeks suspension

Referees may also issue warnings for the following, though they are not required to do so:

1. A player continues to dispute a call after the referee has responded
2. Holding arms in the air following a call for a prolonged period of time
3. Trying to call fouls and call the game when it's not in the players right

If a player or coach receive 2 or more behavioural technical fouls in a single game, they are then included in the season's quota.

Behavioural technical fouls include, but not limited to:

1. Aggressive or excessive motioning of arms,
2. Aggressive hand claps shown or directed at an official for a call or non-call disrespectfully,
3. Running towards or aggressively approaching a referee or official,
4. Shouting a reaction to a call or non-call using profanity,
5. Extended or prolonged complaining about a call, particularly after being told to stop, and
6. Not responding to a warning by repeating the action or some other disrespectful action.