



# JOONDALUP NETBALL ASSOCIATION

## JNA GAME MANAGEMENT HANDBOOK FOR COMPETITION

### INDEX

<u>Page No.</u>	<u>TITLE</u>
1	INDEX
2	AFFILIATION CANCELLATION, ABANDONMENT OF GAMES & EXTREME &/OR DANGEROUS WEATHER POLICY
3	COACHES
4	CODE OF CONDUCT/BEHAVIOUR COMPETITIONS: WINTER (Inc. Athlete eligibility; use of SGV & SGF for Clubs and Independent teams; information on min/max age requirements)
5	COMPETITIONS: SPRING (Inc. use of SGV & SGF)
6	COMPETITIONS: ASSOC. CHAMPS & METRO LEAGUE ELIGIBILITY COURT PLAN (Refer to JNA Website) DISQUALIFIED GAMES FAILURE TO TAKE TO COURT
7	FEES & FINES FILL IN PLAYERS WITHIN A CLUB
8	FINALS (inc. eligibility to play in finals & fill in players for finals)
9	FINES TABLE (Refer to Appendixes page)
10	FIRST AID FORFEITS GRADING
11	GROUND & FACILITIES (Inc. Alcohol, Smoking, Umbrellas etc)
12	INJURY TIME INSURANCE & INJURY REPORT FORMS MATCHES MATCH POINTS
13	MISCONDUCT NET SET GO INFORMATION
14	OFFICIALS
15-16	PERSONAL ADORNMENTS, JEWELLERY & FINGERNAILS PHOTOGRAPHS &/OR VIDEOS POSTPONEMENT OF GAMES PROTEST/COMPLAINT FORM (Refer to JNA website) REGISTRATIONS, REFUNDS & TRANSFERS
17	SCORER & TIMEKEEPER SCORESHEETS
18	SPECTATORS UMPIRING POLICIES & PROCEDURES
19	UNFINANCIAL CLUBS/PLAYERS UNIFORMS (PLAYERS & UMPIRES)
20	VOLUNTEERS WRITTEN CORRESPONDENCE
21 - 26	APPENDIXES: <ul style="list-style-type: none"><li>• FINES TABLE</li><li>• IMPORTANT CONTACT INFORMATION (Inc. JNA EFT DETAILS)</li><li>• USEFUL NETBALL ACRONYMS</li></ul>

---

# **POLICIES AND PROCEDURES FOR JNA COMPETITION**

---

(JNA Policies & Procedures reviewed and revised April 2021)

**ALL CLUBS AND TEAMS** please read carefully and ensure that your coaches, managers, players, parents and spectators are fully aware of these regulations.

All Joondalup Netball Association (JNA) competitions are played under the IFNA Official Rules of Netball 2020 – except in circumstances indicated in the “JNA Policies and Procedures for Competition”.

(Refer to JNA website for changes and updates during the season – [www.joondalupnetballassociation.wa.netball.com.au](http://www.joondalupnetballassociation.wa.netball.com.au) )

## **AFFILIATION:**

Clubs applying to affiliate at JNA shall:

- Complete the Club & team affiliation form, including other forms as requested, and return them to the JNA Head Office by the date stipulated.
- Pay the JNA Club Affiliation Fee.
- Agree to abide by the Constitution, By-Laws, Policies & Procedures and Code of Conduct/Behaviour of JNA, and to ensure that their members do the same. (Refer to JNA website – Policies & Guidelines).

## **CANCELLATION and/or ABANDONMENT OF GAMES: INCLUDING EXTREME DANGEROUS/WEATHER POLICY**

A JNA Convener may cancel a game or games:

- If there is a forecast from the Bureau of Meteorology (BOM) for severe weather prior to the games.
  - If there is a threat from lightning or the weather becomes severe before or during a game (e.g., hail).
  - If the surface of the court/s are damaged in any way or deemed to be unsafe for play.
  - If for any other reason that may lead to player safety being compromised.
1. If **JNA CANCELS** games **prior to** the commencement of **match day**. The JNA Convener will contact each **nominated club contact** (as per club contact list provided at registration day), via text message to their mobiles, by 3pm of that match day for the Monday night competition (refer to note below re: Saturday competition) and based on information from the Bureau of Meteorology. It is the responsibility of the club, or team contact, to advise all of the team/s members. All cancelled games advised by JNA (as per above) will be deemed as a draw.  
**Note:** The Saturday competition will be assessed on a game-by-game basis.
  2. **POSTPONEMENT OF GAMES** (Monday night competition only) – Games may be rescheduled within reason and will be at the discretion of the JNA Committee. If Monday night games are cancelled, then fixtures may be postponed to the Wednesday night, of the same week. If the postponed games are cancelled again on the Wednesday night, then the games will be deemed as draws. If a team cannot attend the rescheduled game, it will be seen as a forfeit by that team, but no fines will be imposed. Games will not be rescheduled during the spring season. (Refer to “Finals – No. 2” for information on postponement of games during the finals series & also to separate section in this document titled “Postponement of Games”.)
  3. If **JNA CANCELS** games **on match day**, due to dangerous/extreme weather, **prior to half time break** – No points – No score. Scoresheet to be completed and handed in. Will be considered a qualifying game for those registered players on the team list, as per scoresheet.
  4. If both teams agree to **ABANDON** a game due to weather (both teams are to be in attendance and in agreeance), **prior to half time break** – No points – No score. Must advise match office

immediately, or JNA Convener. Scoresheet to be completed and handed in. Will be considered a qualifying game for those registered players on the team list, as per scoresheet.

5. If **JNA CANCELS** games on match day, due to dangerous/extreme weather, **during, or after, half time break** – Points awarded as a win, loss, or draw in accordance with score at the time of cancellation (i.e., scores stand). Scoresheet to be completed and handed in. This will be considered a qualifying game for those registered players on the team list, as per scoresheet.
6. If **both teams agree** to **ABANDON** a game due to weather (both teams are to be in attendance and in agreeance), **during, or after, half time break** – Points awarded as a win, loss, or draw in accordance with score at the time of cancellation (i.e., scores stand). Must advise match office immediately, or JNA Convener. Scoresheet to be completed and handed in. This will be considered a qualifying game for those registered players on the team list, as per scoresheet.
7. If **one team FORFEITS** **prior to the start of the game on the day** due to weather – both teams must be present and the forfeiting team must advise Match Office - SCORESHEET MUST BE COMPLETED & RETURNED TO MATCH OFFICE – Forfeit penalties apply, no fine if due to weather (forfeiting team to pay both umpires). Not considered a qualifying game for players on forfeiting team.
8. If **one team FORFEITS** **during a game** due to weather – No fine imposed but penalties as per “Forfeited game” on JNA Fines Table. Both teams must be present and the forfeiting team must advise Match Office - SCORESHEET MUST BE COMPLETED & RETURNED TO MATCH OFFICE – forfeiting team to pay both umpires. Not considered a qualifying game for players on forfeiting team.
9. **EXTREME WEATHER POLICY:** Dangerous (Severe) Weather can include, but is not limited to, the following:
  - Electrical storm: If the difference between a lightning strike and the associated thunder from that lightning strike is 30 seconds or less, all persons associated with the activity as players, officials, umpires or spectators shall immediately leave the grounds and seek shelter that is appropriate from a lightning strike.
  - High winds: sustained winds of gale force (63 km/h) or wind gusts of 90km/h or more
  - Hail storm
  - Heavy rainfall which may cause flash flooding
  - Extreme heat
10. **PROCESS:** The process for consideration of delay or cancellation for all or any part of the competition shall be: Check the weather warnings via the BOM web sites as detailed below; checks to be made half hourly on BOM Website throughout competition day. Assessment to ascertain if dangerous weather conditions apply will be carried out utilizing the following tools:  
The Bureau of Meteorology weather warnings  
[http://www.bom.gov.au/catalogue/warnings/WarningsInformation\\_SW\\_SWW.shtml](http://www.bom.gov.au/catalogue/warnings/WarningsInformation_SW_SWW.shtml)  
The Bureau of Meteorology radar <http://www.bom.gov.au/products/IDR702.loop.shtml#skip>  
The Bureau of Meteorology Wind Doppler <http://www.bom.gov.au/products/IDR701.loop.shtml#ski>

## **COACHES:**

- For Coaches of GO 10U, Junior 11U, 12U, 13U & 17U and Open teams, they **must** coach from a stationary position, in the designated marked areas near the centre of the court, but without impediment to the umpires, or other officials. The Coach **cannot** move up and down the sidelines, or around the goal lines, or obstruct the pathway of umpires.
- If a team has an assistant coach, then both coaches are to remain in the designated & marked area, but **only one coach** is permitted to direct play, call out or coach from the sidelines.
- For coaches of the 7U, 8U & 9U teams **only**; they are permitted to walk along the sidelines (refer to NSG RULES for 7U, 8U's & 9U's – Coaching; available on the JNA website). If there is an assistant coach then they must remain in the marked area and must not move along the sidelines. They are not permitted to direct play, call out or coach during the game.
- The Coach is to be on the opposite side of the court to their team's umpire (if applicable).
- Coaches should give positive coaching at all times.
- All Coaches are to abide by the JNA Codes of Conduct/Behaviour and Netball Australia Member Protection Policy.

- All Coaches who wish to coach at JNA are recommended to hold a current Netball Australia coach accreditation (a minimum of a Foundations accreditation, available online).

## **CODE OF BEHAVIOUR**

It is the Club's, or Independent Team's, responsibility to ensure that their members and spectators are aware of and abide by the JNA Codes of Conduct/Behaviour.

There is zero tolerance to any misconduct.

Refer to JNA Website – Policies & Guidelines.

## **COMPETITIONS:**

### • WINTER

1. **Eligibility:** In accordance with the Equal Opportunity Act 1984, athletes aged 12 years and under are treated equally. Male athletes turning 13 years or older in the current year may only register into a male or a mixed competition.
2. Each competition, being SENIOR & JUNIOR, shall be deemed separate competitions.  
(**Note:** 11U's – 17U's are in the Junior competition and Seniors are in the Open competition. NSG 7U's, 8U's, 9U's & 10U's are in the Net Set Go Program therefore **cannot** register for the Junior Competition).
3. Players may play in more than one competition (excluding NSG) providing:- (i) they pay the fees applicable for each competition (ii) that their club does not have a team in that competition and (iii) that they adhere to the minimum age requirements (e.g., a player in a team in the 17U Junior competition wishes to play in a team in the Opens competition can do so if their club does not have a team in the Open competition; they must also be turning, or have turned, a minimum of 15 years of age in the current year and they **must pay the fees** applicable for the Opens competition, as well as for the 17U's competition).  
(Refer "Competitions – No. 6. Minimum Age Requirements")
4. Single Game Vouchers (SGV) – During Winter Season for Club & Independent Teams – for substitute players that are **not affiliated** with any other association under NWA for the current year and to be used for **Independent teams only in 12U's & 13U's, & for All teams in 17U's, Opens & Social Competitions** (also refer to No. 6. "Minimum Age Requirements").  
A team may use a maximum of three (3) substitute players for any one game and only if needing to make up to a maximum of eight (8) players for that team in that game. Substitute players are required to pay the \$16 fee for a single game voucher to the match office **prior to the commencement of the game** and **all** relevant details must be provided for completion of the voucher (DOB, address etc.). A substitute player (using single game vouchers) may only fill in for a maximum of two (2) games for a team within a season. If the player participates in any further games, they must pay full fees and register as a member of the team, but only if needing to make up to a maximum of eight (8) players for that team (**Note:** restrictions apply for registering of a new player – refer to "Registrations: No. 3"). The front and back of the scoresheet must be completed accordingly and prior to the commencement of the game. Substitute players, using SGV's, may fill in for other teams in the competition, but only for a maximum of two (2) games per team. Single Game Voucher players must take the court on the date of the voucher only.  
**Note:** Only registered (fully financial) players for that team are eligible to qualify for finals (also refer to "FINALS No.4(b)). A player & their club/team must complete the registration process and pay the appropriate fees prior to taking to court. Once fully registered, the player must take the court for a minimum of one (1) quarter per game for three (3) fixtured games in a season, to qualify (also refer to "Registrations: No. 3).

Please note that any games played using a SGV, or SGF, are **not included** as a qualifying game for finals. This also applies where a player's name is listed on the scoresheet but does not take to court – refer to “Scoresheets: No. 2 - Note (ii)” for further explanation.

Single Game Fee (SGF) – During Winter Season for Club & Independent Teams - (to be used for **Independent teams only in 12U's & 13U's, & for All teams in 17U's, Opens & Social Competitions**) - substitute players that **are affiliated** with NWA for the current year, but **not with JNA**: If a player is affiliated at another association with NWA for the current year, they are only required to pay a JNA SGF of \$10, which is to be paid to the Match Office **prior to the commencement of the game**. The scoresheet is to be completed accordingly (front & back) prior to the commencement of the game. A team may use a maximum of three (3) substitute players for any one game and only if needing to make up to a maximum of eight (8) players for that team in that game. A substitute player (paying a JNA SGF) may only fill in for a maximum of two (2) games for a team within a season. (Refer to note in “SGV - Winter Season” above). **No SGV is to be issued.**

(Also refer to “Fill in Players or Interchange of Players between divisions & Minimum Age Requirements”)

6. Minimum & Maximum Age Requirements:

(a) SET 7&U's – a player must be turning, or have turned, 7 yrs of age in the current year to be eligible to participate.

(b) 7&U – 12&U players can only play up **one (1) year** above their registered age grouping (**NOTE: With NSG fill ins** they must be within the same tier i.e., GO & SET - refer to NSG section re: Fill in players for further information).

(c) Minimum age for the Junior 17&U's competition – players need to be turning, or have turned, 13 years of age in the current year.

(d) Maximum age for the Junior 17U's competition – players must be turning, or have turned 17yrs of age in the current year. Note: if turning, or turned, 18yrs of age in current year and still in full time secondary school, they must register to **play** in the Opens Competition only.

(e) Minimum age for Open Competition - players need to be turning, or have turned, 15 years of age in the current year, except for Opens Social and/or Opens 35+ Competitions.

(Refer to “JNA Guidelines for Opens Social and/or Opens 35+ Competitions” - available on the website)

**COMPETITIONS:**

- **SPRING** (also refer to points 1, 2, 3 & 6 of Winter Competition above)

1. SGV - Spring Season - (to be used for **Independent teams only in 12U's & 13U's, & for All teams in 17U's, Opens & Social Competitions**) - substitute players that are **not affiliated** with NWA for the current year: A \$16 fee for a **non-affiliated** player, filling in for Junior 17U & Open competitions only and using a SGV, must be paid **prior to the commencement of the game** and the **front & back** of the scoresheet is to be completed accordingly. A team can use a maximum of three (3) substitute players for any one game and only if needing to make up to a maximum of eight (8) players for that team in that game. A substitute player (using a SGV) may only fill in for a maximum of two (2) games for a team within a season. There **will not** be SGV's issued for the **final fixtured game** of the Spring competition. (Refer to “SGV – Winter season” for further restrictions on use of SGV substitute players and “Minimum Age Requirements” for each competition e.g., minimum of 15yrs for Opens Competition).

2. Single Game Fee - Spring Season - (to be used for **Independent teams only in 12U's & 13U's, & for All teams in 17U's, Opens & Social Competitions**) - substitute players that **are affiliated** with NWA for the current year, but not with JNA: If a player is affiliated at another association with NWA for the current year, then they are only required to pay a JNA single game fee of \$10, which is to be paid **prior to the commencement of the game**. The scoresheet is to be completed

accordingly (**front & back**). A team can use a maximum of three (3) substitute players for any one game and only if needing to make up to a maximum of eight (8) players for that team in that game. A substitute player (paying JNA single game fee) may only fill in for a maximum of two (2) games for a team within a season. There will not be single game payments accepted for the **final fixtured game** of the Spring competition. (Refer to note in “SGV - Winter Season” above). No SGV is to be issued.

(Applicable to Monday night competition only)

(Also refer to “**Fill in Players or Interchange of Players between divisions, including for Spring season- point no. 5**” and “**Minimum Age Requirements**” e.g., minimum of 15yrs for Opens Competition)

## **COMPETITIONS: ASSOCIATION CHAMPIONSHIPS & METRO LEAGUE**

1. **Eligibility of players for selection for the Association Championships (FTG&P)** – Refer to “JNA Association Championships Policy & Procedures” document on the JNA website – “Policies & Guidelines”. Note: Association championship fees do not include registration fees for JNA Competition &/or NWA affiliation fee.
2. **Eligibility of players for selection for the Metro League Competition (MLC)** – Refer to “JNA Metro League Competition Policy & Procedures” document on the JNA website – Policies & Guidelines. Note: MLC fees do not include registration fees for JNA Competition &/or NWA affiliation fee.

## **DISQUALIFIED GAMES:**

- 1 Once a team has been disqualified by an umpire or JNA official, during a match, then the match must stop immediately and will not be allowed to continue (refer to “Fines Table” for reasons & penalties/fines for disqualification).
- 2 If a team is disqualified during, or after a game, as a result of penalty incurred (Refer to “Fines Table” for more information on fines & penalties), then the disqualifying team will receive NO points and NO score. The opposing team will receive points as a Win and the score stands (either as at the time of disqualification – if during the game, or as at the end of the game). The game is not considered a qualifying game for the disqualified team members. Scoresheets must be completed in full and handed into the Match Office immediately after the game.

## **FAILURE TO TAKE THE COURT:**

1. There will be no grace given for late teams or players (fines and penalties will apply).
2. All matches shall start at the designated time which will be initiated by the match umpires. Where necessary, a JNA official shall supervise where games are running over time, or start late, to ensure the following matches are not delayed.
3. Where one team has less than 5 players (and therefore unable to take the court) the timekeeper shall start the timer under the direction of the umpires. A penalty of 1 goal shall be awarded against this team for every minute they have less than 5 players on court. The opposing team shall be on court and ready to play. Scorer & Timekeeper to be in their allotted area. When there are 5 players or more on court and ready to play, the match will commence on the umpire’s whistle. The timer will not be reset.
4. If after 15 minutes there are insufficient players (i.e. less than 5) on court and ready to play, the match shall be forfeited and the offending team will lose 1 point and receive a fine of \$50.00 and are to pay both umpires their required fee. The completed and signed scoresheet must be returned to the match office. (Refer to “Fines Table – Ref. 8: Forfeiting a match”)

## **FEES & FINES:**

(Fees & fines are to be paid to the JNA Head Office directly **or** via online banking only.)

**Note:** NO payments will be taken at the Match Office)

1. A non-refundable affiliation fee must be paid by each club and/or independent team on registration day. Clubs and or independent teams must pay the full amount of the JNA fee on registration day along with the completed Club or Team Affiliation form. Refer to the JNA Fee Chart available on the website at the beginning of each season.
2. Affiliation will not be accepted from clubs, or players, who have outstanding monies to JNA or Netball WA.
3. All outstanding fees and fines must be paid one week prior to the commencement of the scheduled fixtures of each season, or before the next fixtured game if during the season, or at a date set by JNA (whichever occurs first). JNA invoices for fines are to be paid within 14 days of date of issue.

**Note: Players may not take the court if they are unfinancial and/or unregistered.**

4. If any monies are not paid by the due date, the club shall be deemed unfinancial and no team from that club will be allowed to take the court until outstanding monies have been paid.
5. All fees must be paid by NEW PLAYERS before they take to the court. Refer to Registration Section for payment requirements.

## **FILL IN PLAYERS (INTERCHANGE OF PLAYERS BETWEEN DIVISIONS WITHIN A CLUB):**

IF A CLUB ENTERS TWO OR MORE TEAMS IN A COMPETITION (**Also refer to “Competitions” section – Winter & Spring**) THE FOLLOWING APPLIES:

**Note (i):** Applies to Juniors & Opens only. (Refer to NSG section point No. 6 re: Fill-In Players in **NSG**)

**Note (ii):** this **does not** apply to **Independent Teams**. They must use fill in players from outside the Association. (Refer to “Competitions – Use of SGV & SGF for substitute players)

- 1 A club may use a player from a lower division to fill in for a higher division team **within their own club, twice only** (2 times) for that team during the season (please also refer to “Minimum Age Requirements” in the “Competitions” section e.g., minimum of 15yrs for Opens Competition). On the third (3<sup>rd</sup>) time that they are to “play up” for the same team, the player will automatically become a member of that higher division team. **Note:** The player **MUST** remain in the higher division team for the remainder of the season and is not to return to play with the original team. Failure to comply will incur a penalty, resulting in the team being disqualified, and a fine (refer to “Fines Table: Ref. 3”). The club must complete the appropriate amendment registration forms, including paying any fees that may be owing due to the player transferring to that team, and forward to the JNA Head office, prior to the player taking to court on the fourth (4<sup>th</sup>) fixtured game with that team.

**NOTE:** (i) A team may only use a maximum of (3) three fill in players per game

(ii) If the name of a fill in player (i.e., playing up from a lower division) is completed on the front of the scorecard but the player does not take to court at all during the game, it will be considered as a game played for that player and this player will only be allowed to play up one more time for this team.

(Refer to “**Competitions**” - **SGV or Single Game Fee substitute players; maximum 3 per game per team & also section on fill ins during Spring for clubs only**).

(Refer also to “JNA Guidelines for Opens Social and/or Opens 35+ Competitions” - available on the website)

- 2 Players **MAY NOT** transfer to, or fill in for, a lower division team or to another team within the same division.
- 3 Players **cannot** play **across** teams and/or a club in the same division.
- 4 Fill in players that are **not** affiliated with any other association under Netball WA (**Note:** applicable to Monday night Competition teams & for Independent Teams in Saturday 12U & 13U Competition)

are to be issued a Single Game Voucher (SGV) at a cost of \$16, to be paid **prior to** the commencement of the game. If a player is affiliated with NWA at another association for the current year, then they are only required to pay a JNA single game fee (SGF) of \$10, to be paid **prior to** the commencement of the game, and no SGV is to be issued. (Also refer to “Competition” – “SGV’s”)

- 5 **Use of fill in players during Spring season (for 7U to Opens from same Club, this does NOT include Independent Teams):** If a player that was registered for the WINTER competition with a club for the current year, but did not register with that same club for the SPRING competition at JNA for the same year, then they may “fill in” for a team in their club during the **spring competition** of the same year; providing it makes up to a maximum of **eight (8)** players for that team and they may only fill in for a maximum of two (2) games for that team during the spring season. A team may only use a maximum of (3) three fill-in players per game. A JNA single game fee of \$10.00 is to be paid to the match office **prior to the commencement of the game** and the **front & back** of the scoresheet must be completed accordingly.

**Note(i):** fill in players (as above) **are not** permitted in the last **one (1) fixtured game** of the Spring competition, and

**Note(ii):** Only players registered for spring, and from a lower division in the same club, may fill in by playing up throughout the spring season, including the last fixtured game (restrictions apply – **also refer to “Fill in Players & Interchange of Players” & “Minimum Age Requirements”** for further restrictions on use of fill in players.)

(Refer also to “JNA Guidelines for Opens Social and/or Opens 35+ Competitions” - available on the website)

- 6 Scoresheets **must** be completed correctly showing the names of the fill in players both on the **front and the back** of the scoresheet **prior to** the commencement of the game. Penalties will apply for non-compliance. (**Note:** a team will be disqualified if **all** their players’ names, including any fill in players, are not completed at the **front** of the scoresheet).
- 7 Fill in players for Finals games. Refer to “FINALS: No. 4 (b)”.

**Note:** Refer to “Fines Table” for penalties and fines incurred for playing an ineligible or unfinancial player.

## **FINALS:**

- Finals shall be played in the Winter Juniors (17U’s, 13U’s & 12U’s) and Open competitions. Order of play:

SEMI FINALS	1 <sup>st</sup> Semi: 1 v 2 (Winner to Grand Final)
	2 <sup>nd</sup> Semi: 3 v 4 (Winner to Prelim Final)
PRELIMINARY FINAL	Winner of 3 & 4 vs Loser of 1 & 2
GRAND FINAL	Winner of Prelim Final v Winner of 1 <sup>st</sup> Semi Final
- All finals must be played at the time, date and venue specified by JNA. Teams will be notified of the time, date and venue for finals and the information will also be available on the JNA website. If a fixtured **final is cancelled**, due to severe and dangerous weather, the fixtured final will be rescheduled and played on the **Wednesday night** of the same week. If any teams are unable to play on the rescheduled date it will be seen as a forfeit by that team, but no fines will be imposed.
- All teams playing in finals must be available to play in all finals.
- Eligibility to play in Finals:
  - a player must be fully registered and financial and have played a minimum of (1) quarter per game for three (3) fixtured games for that same team (Refer to note below). Should a team field an unqualified player, the match shall be stopped and awarded to the opposing team. The offending team shall incur a fine of \$100 (Refer to “Fines Table – Ref. No 4”).  
**Note:** Only registered players for that team are eligible to qualify for finals (Also refer to “FINALS: No. 4 (b) for permit to use a fill in player for Finals). A player & their club/team must complete the registration process and pay the appropriate fees **prior to** taking to court. The player must have played in **three (3) fixtured games**, as a registered player, to qualify (Refer to note in “Competitions – 3. SGV: Note”). Please also note that any games played



using a SGV or single game fee (SGF) are **not** included as a qualifying game for finals. Also refer to “Scoresheets: No. 2 – Note (ii).

- (b) A Club which has a team short of player/s for Final round matches may bring up a player from a **lower division team** (not across divisions), for **Monday night competition only** (excluding independent teams), subject to permit application approval by JNA Committee and in accordance with the following conditions;
  - (i) If a team is left with less than 7 players for a finals game due to injury or illness only. A **medical certificate is required** to confirm inability to play on the date of the finals game.
  - (ii) A maximum of two (2) fill in players permitted per finals game, to make up to a total of seven (7) players for the game. A **separate permit application** form is required for **each** fill in player. (Note: The permit will only cover **ONE** finals game)
  - (iii) Fill in players must be from **within the same club** and **from a lower division only** (Note: a club may request to use a fill in from a **13U** team in their club provided that the player has turned, or will be turning, 13yrs of age within the current calendar year). Fill in players must have played for a minimum of three (3) fixtured games with their registered team to be permitted to fill in for a higher division team in a finals game.
  - (iv) Players that have participated in WANL, Metro League, Association Championships, State Schoolgirls and/or an NWA State Team are **not eligible** to fill in for a finals game.
  - (v) A “Finals Permit Application” form must be completed (**one form per fill in player per finals game**) and forwarded to the JNA Head Office, **along with a medical certificate**, by no later than **10am on the Thursday prior to** the finals game on the following Monday. The form is available on the JNA website – Fees & Forms. (Note: Penalties will apply if a player should play up without Permit approval or if the above conditions are not adhered to – refer to “Fines Table – Ref. No. 4”)
5. There will be no finals for the 7U’S – 11U’S divisions in either Winter or Spring seasons, or for Junior (17U’S, 13U’S & 12U’s) and Open competitions during the Spring season **only**. The team with the highest points in the Junior 11U’s winter season will be deemed top of the ladder in Winter (No ladders will be kept for NSG 7U’s to 10U’s). In the event of teams being on equal points the ladder leader will be determined by goal percentage (that is goals scored for divided by goals scored against multiplied by 100).
6. Should a **draw result** in a finals game the following shall apply:
  - a) If scores are level at the end of the playing time, there shall be a one (1) minute break. Teams shall change ends and substitutions and/or team changes may be made.
  - b) A further seven minutes is played one way. If at the end of the seven minutes it is still a draw then both teams change ends, without a break, and substitutions or team changes may be made. The game then continues until one team has scored a two-goal lead. That team shall be deemed the winner.
7. Scoresheet infringements during a finals game: If a scoresheet is not completed correctly (according to JNA procedures) and **prior to** the commencement of the finals game, the offending team will be disqualified. (Refer to “Disqualified Games” & “Fines Table – Ref. 10 (iii) Scoresheets” & Ref. 22)

#### **FINES TABLE: (REFER TO APPENDIXES PAGE)**

Note: All fines are to be paid within **14 days of issue**; otherwise, the offending player/s, umpire and/or team will not be allowed to participate in any further games until the fine is paid. Fines imposed in the lead up to any final’s matches must be paid prior to taking the court for any finals match.

Clubs (or if an independent team, the Team Manager, or if an independent umpire) are accountable for the collection of fines incurred by their members. (Refer to JNA website for copies of the Code of Conduct and Communication Policies)

## **FIRST AID:**

Each team is required to provide their own First Aid Kit (including ice packs). JNA does not provide first aid services, however, a wheelchair and limited first aid (including ice packs for a fee) are available from the JNA Match Office, or HBF Arena reception.

## **FORFEITS:** (Refer to “Fines Table”)

1. A Team intending to forfeit a match must notify JNA by sending a TEXT advising full name/team name/Age Group/Division to the Match Office mobile (0478 840 636 for texts only) **and** also notifying the opposing team by **contacting the Club contact person/s** as per the contact information on the JNA Website – “Contacts” – “Club Contacts”. This is to be followed with written notification to the JNA Head Office (email: [joondalupnetball@bigpond.com](mailto:joondalupnetball@bigpond.com)) with a copy of the **Forfeit Form**. The forfeiting team must complete the FORFEIT FORM which is available from the JNA website.
2. **WINTER:** The forfeit notification must be given by the forfeiting team (as per point 1 above) and must be received at JNA by no later than **12pm on the Friday** prior to the Saturday games, or **2pm on a Monday** for that Monday’s games. If the minimum notice is not given then the forfeiting team will be penalised as per Forfeit information on the “Fines Table – Ref. No. 8”). The non-forfeiting team will receive points (equivalent to a win) and 15 goals. The monetary fine will not be imposed if the forfeiting team gives notice in accordance with the times above, but penalties will stand.
3. **SPRING:** Any team intending to forfeit a Spring match must have the club notify JNA, as per point 1 above, no later than **12pm** on the Monday for Monday games and **12pm** on the Tuesday for Tuesday games. If the minimum notice is not given then the forfeiting team will be penalised as per Forfeit information on the “Fines Table – Ref. No. 8”). The non-forfeiting team will receive points (equivalent to a win) and 15 goals. The monetary fine will not be imposed if the forfeiting team gives notice in accordance with the times above, but penalties will stand.
4. Where teams provide their own umpires, it is their responsibility to notify their umpire.
5. All players registered in the non-forfeiting team will be recorded in MyNetball as having played that game. Players of the forfeiting team, which is declared the losing team, shall not be deemed as having played.
6. In the event of a team forfeiting two (2) consecutive matches, the team shall show just cause to the JNA Committee for such forfeiture. Penalty at the discretion of the Committee.
7. Game postponements – refer to “Postponement of Games” in “Cancellation/Abandonment of games”.

## **GRADING:**

Teams will be graded into divisions by the JNA Committee, **as per JNA Grading Guidelines**, and will be based on ability. Teams must play in the division that they are graded/regraded.

**WINTER:** After the first round of fixtures, being the grading round, all teams in the 11U to Opens competition are required to complete the “Regrade Request Form” (available on the JNA website) and submit to their clubs by the required date. **All teams** are to submit a form even if a team wishes to remain in the same division (they must complete the form stating this). All requests will be considered, but the regrade will be decided in accordance with the JNA Grading Guidelines.

**Note (i):** No further requests will be considered after the regrade is complete.

**Note (ii):** Regrading may require a **change of time slots for either the Saturday or Monday competitions** (or possibly even a change in the game day e.g., from Saturday 13U’s to Monday 17U’s). Once regrading is completed, no further changes will be made, unless the JNA Committee deems it necessary. (Refer to “JNA Grading Guidelines” on the website)

**SPRING: No grading rounds, or regrades** done, during Spring season.

## **GROUNDINGS & FACILITIES (including information on Alcohol, Smoking, Litter, Chairs & Umbrellas)**

1. JNA promotes the Smoke Free WA message and all areas within HBF Arena Joondalup precinct (including hard courts, grassed areas and walkways are **SMOKE FREE**). All spectators are asked to refrain from smoking within the HBF Arena Joondalup complex, or within 10 metres of any entry point of the HBF Arena Joondalup complex.
2. All JNA members must adhere to all policies and regulations set by VenuesWest.
3. All litter should be placed in the bins provided. A cleaning fee may be levied to the Association by HBF Arena Joondalup.
4. Spectators are to watch the games from the **grassed areas behind the yellow lines (excluding behind the goal posts on courts 1, 3, 4, 9, 11 & 12)**, which are marked around the courts and are not to stand on the court perimeters (except on Court 7, where there is a designated spectator area). Refer to court plan on the last page of JNA Booklet for further information.
5. Two chairs, **for the match officials only**, will be supplied for each court on game day. It is the responsibility of the **two** teams playing on each court at the first and last time slots to place **or** remove the chairs accordingly.
6. Alcohol can **only** be purchased from and consumed within the designated areas of the Joondalup Sports Club (ACSRA) clubrooms. Consumption of alcohol is not permitted on or around the netball courts, ovals, pathways, car parks or within the roadwork network of the HBF Arena Joondalup. Members and guests of our Clubs (including visiting sporting teams and their supporters) are **not** allowed to bring their own alcohol onto the HBF Arena Joondalup grounds—it is an offence to do so under the Liquor Control Regulations Act.
7. **NO pets, skates, skateboards, or similar are permitted on or around the courts at any time.**
8. **UMBRELLAS:** In the interests of safety for both players and umpires, umbrellas **are not** permitted near or around the courts (i.e., on the hard-surfaced areas).

## **INJURY TIME - Including BLOOD POLICY, INJURY and/or ILLNESS: (Refer to Official Rules of Netball 2020, Rule 9.3.)**

- (i) The umpires hold time for blood when noticed, or for injury/illness, when requested by an on-court player (in extreme circumstances the umpires may hold time without a request being made).
- (ii) The player concerned must leave the court within 30 seconds and receive any treatment off the court. The timekeepers advise the umpires when 10 seconds remain.
- (iii) Only primary care person/s is permitted on the court to assess the player's medical condition and to assist the player from the court.
- (iv) In the event that the primary care person/s advise the umpires that the player concerned cannot be removed safely within 30 seconds, the umpires will extend the time for the player to leave the court.
- (v) The umpires may authorise other persons (including team officials) to assist the player to leave the court if needed.
- (vi) Any blood on the ball or the court must be cleaned before play restarts and any blood-stained clothing replaced.
- (vii) During the stoppage both teams may make substitutions and/or team changes, provided these are completed within the time allowed for the stoppage by the umpires.
- (viii) If no substitution is made for the injured/ill player, or for a player who is bleeding, play may resume with the position left vacant. If the player is the Centre and no substitution is made, one player must move to play as Centre to allow the match to continue.
- (ix) If the position is left vacant the player concerned or a substitute may subsequently, after advising the umpire, take the court immediately after one of the following:
  - (a) A goal has been scored (in this case the player or the substitute must play in the position left vacant).
  - (b) A stoppage for injury/illness or blood
  - (c) An interval.

## **INSURANCE / INCIDENT REPORT FORMS:**

Included in the registration fee (paid to Netball WA) is a state-wide cover for affiliated members for non-Medicare expenses as a result of an injury received during a game played at JNA and also applicable during training sessions. For further details please contact Netball WA (9380 3700) or refer to website [www.willis.com.au/netballaustralia](http://www.willis.com.au/netballaustralia) . Link also available on JNA website.

An **Injury Form** or **Incident Report** must be completed should an injury occur and forwarded to the JNA Head Office email address as soon as possible after the incident. The injury or incident **must** also be noted on the **back of the game's scorecard** prior to handing in the scorecard, or the insurance may be voided. (Forms available on the JNA website)

Refer also to "Scoresheets - No. 3"

## **MATCHES:**

1. Matches will start and stop on the umpire's whistle only.
2. All matches played in the Winter competition shall be individually timed (using an approved timing device) with time added if required (in accordance with the official rules of the game for injury, illness or blood policy, refer Rule 9.3.1).
3. Matches played in the **Winter GO 10U's**, Juniors 11U's, 12U's & 13U's divisions, Junior (17U's) and Open Competitions will consist of 4 x 15-minute quarters with a 4-minute interval at  $\frac{1}{4}$  &  $\frac{3}{4}$  times and 5 minutes at  $\frac{1}{2}$  time. The time taken during intervals may be shortened at the discretion of a JNA Official.
4. All Matches played in the **Spring** Competition will be centrally timed, however, the non-scoring team (2<sup>nd</sup> named team on fixtures) must still provide a Timekeeper to officiate and sit with the Scorer (refer to "Duties of Scorer & Timekeeper").
5. Each Match (excluding NSG 7U's to 9U's) shall consist of 4 x 12-minute quarters, with a 2-minute interval at  $\frac{1}{4}$  and  $\frac{3}{4}$  times and 3 minutes at  $\frac{1}{2}$  time. The time taken during intervals may be shortened at the discretion of a JNA official.
6. **NSG - GO 9U's & GO 10U's**: All players must be **rotated** evenly through **all** positions throughout **both** seasons (Winter & Spring), playing at least two (2) positions in each game and for a maximum of two (2) quarters for each position. Rotation records held by JNA will be based on the official scorecard only. Penalties will apply. Refer to "Fines Table – No.15".
7. **Junior 11U's**: **Equal rotation** throughout the grading and development rounds during the Winter season (rotations not required during the Spring season). This may not necessitate changing positions during the game, so long as by the end of the first two (2) rounds of fixtures, being the grading and development rounds, each player has played in equal time in each position. During the competition round (the last round of the season, usually the last five fixtured games) the players do not have to be rotated. If, however, players have not been rotated evenly, throughout the grading and development rounds, then the rotation policy still applies. Penalties will apply. Refer to "Fines Table – No.15".  
Note (i): 12U's do not have to be rotated, but it is encouraged by the association for the development of the player.

## **MATCH POINTS:**

1. No scoring or ladders kept for SET 7U & 8U and/or GO 9U & 10U
2. Junior 11U divisions – three (3) points shall be awarded for a win, one (1) point for a loss or draw.
3. Junior 12U to Open divisions – two (2) points for a win, no points for a loss and one (1) point for a draw.
4. Forfeits – refer to section titled "Forfeits" and Fines Table Ref. No. 8: Penalty - Loss of 1 point & loss of goals scored

## **MISCONDUCT:**

The breaking of the rules and the use of any actions contrary to JNA Policies and Codes of Conduct, are not permitted.

(Refer to JNA website: [www.jondalupnetballassociation.wa.netball.com.au](http://www.jondalupnetballassociation.wa.netball.com.au) for JNA Codes of Conduct/Behaviour)

1. An umpire may penalise a team; including team officials (being Coach, Assistant Coach, Manager, Scorer, Timekeeper) and/or their spectators, in accordance with the Official Rules of Netball 2020, Rule 13, if they interfere with the umpires, players or game.
  2. The Association has the right to penalise an offender for misconduct. Refer to "Fines Table".
  3. The Association reserves the right to terminate the membership of any player or official for a severe case of misconduct, or persistent misconduct, above that which is listed in the Fines Table.
  4. The Association reserves the right to restrict the access of a spectator to the court and its surrounding areas in a severe case of misconduct, or persistent misconduct, as listed in the Fines Table.
  5. A disciplinary hearing may be called by the JNA Executive Committee to decide if a penalty, and/or fine, will be imposed due to misconduct (refer to "Fines Table").
- Complaint Handling Process: (Refer to JNA Constitution on Website & Netball Australia Member Protection Policy)

## **NSG PROGRAM INFORMATION:**

(Refer also to "NetSetGo Modified Rules Summary" on JNA website – Policies & Guidelines)

### **NET – 5U's & 6U's**

### **SET - 7U's & 8U's**

### **GO - 9U's & 10U's**

1. The SET 7U's & 8U's and GO 9U's & 10U's competition is offered for those players turning **7yrs to 10yrs** of age only in that year.
2. (i) All matches in the SET 7U's & 8U's & GO 9U's Competition shall consist of 4 x 10-minute quarters with a 4-minute interval at  $\frac{1}{4}$  and  $\frac{3}{4}$  times and 5 minutes at  $\frac{1}{2}$  time.  
(ii) All matches in the GO 10U's matches will be the same as the times for Junior & Opens matches (refer "Matches – No. 3" for further information)"
3. **COACHES:** The Team Coach (**one only**) may coach along the sidelines (except for 10U Coaches, refer note (i) below) giving **POSITIVE** coaching; providing there is no impediment to the umpires, or other officials. Coaches are to be on the **opposite side** of the court to **their team's umpire**. Coaches may not enter the court, or coach or walk around the goal line (7U Coaches – refer to note (ii) below).  
Note (i): 10U Coaches must remain in the designated coaches box at all times during the game play.  
Note (ii): 7U Coaches may only enter the court if it is within the area that is not in the direction of play; so as to provide players with immediate feedback as required.
4. **SET & GO RULES:** (Refer to "NetSetGo Modified Rules Summary" on JNA website – Policies & Guidelines)
5. **ROTATION**
  - i. No recording of rotations required for **SET** (7U's & 8U's). For player development JNA encourages that players experience all positions.
  - ii. **GO** (9U's & 10U's) players must play **2 positions** per match with a maximum of 2 quarters in any one position and **rotate evenly** throughout the season.

Note: for **GO** 9U's & 10U's refer to Refer to Rotation policy - JNA Policies & Procedures – “Matches – No.6”.

- iii. Playing positions must be completed on the scorecard for each game and each quarter (Fines will apply – refer to “Fines Table”)
- iv. Players may rotate at the completion of each quarter.
- v. Fines for not rotating players correctly will apply. (Refer to “Fines Table – No.15”)
- vi. Players are required to experience all positions over the course of the season (Refer to Rotation policy - JNA Policies & Procedures – “Matches – No.6”. Penalties will apply).

6. FILL IN PLAYERS

SET/GO (7's to 10's): In the SET & GO Tiers – a player may fill in for a higher team, but only a maximum of 1 year above in age, and for a maximum of two (2) times within a season for their club. They will not be permitted to fill in a third time for any team as they cannot be moved permanently to the higher team and/or a different NSG tier. Penalties may apply. (Refer to “Fines Table – Ref. No. 3). Scoresheets to be completed as per point 5 (iii) above.

Refer to section titled “Fill in Players (Interchange of players between divisions within a club) – point No. 5.

7. BORROWING SET PLAYERS - 7U'S & 8U'S ONLY

- i. A team may borrow players if they only have 6 players or less turn up to play for the game
- ii. The team borrowing the players must advise the Match Office before the start of the game
- iii. Both teams agree
- iv. The athlete playing for the opposing team must have an asterisk (\*) next to their position on the scoresheet (i.e.: MARY SMITH GS\* - this denotes the player has played for the opposing team)
- v. A team can only borrow a maximum of two (2) athletes per quarter from the opposing team to make up to a maximum of seven (7) athletes for each quarter.
- vi. If an athlete is lent to the opposing team for a quarter and in the same quarter the team lending the athlete has an injury, but no reserve, they cannot take their player back until the quarter has ended.
- vii. The borrowed athlete may change each quarter (¼) therefore the maximum number of asterisks (\*) on the scoresheet for any one athlete will be four (4) asterisks (\*)

8. UMPIRES

- i. Umpires are to use simple language and explain decisions
- ii. Umpires may enter the court to assist with setting penalties
- iii. Umpires should adopt an encouraging and pleasant manner to ensure an open free flowing game, particularly in the setting of penalties and throw ins.

Note: For information on refunds for the NSG program refer to section titled “REGISTRATIONS, REFUNDS & TRANSFERS – No. 8 (b)”

**OFFICIALS:**

The officials of the game are the JNA Conveners, Match Office Admin, Umpires, Scorers and Timekeepers.

**PERSONAL ADORNMENTS, JEWELLERY & FINGERNAILS:** (Refer to Official Rules of Netball 2020, Rule 5.1.1(iv))

1. Jewellery, pierced adornments (including pierced ears) or other sharp objects must be removed.
2. A medic alert bracelet may be worn but must be adequately taped.
3. A wedding band may be worn but must be adequately taped.
4. Hair must be suitably tied back.
5. Fingernails must be short and smooth. Taping is **not** allowed. Suitable netball gloves may be worn however fingernails must still be short and smooth.

**PHOTOGRAPHS and/or VIDEOS**

When taking photographs (including the use of mobile phone cameras or other similar devices), or **videos** of your child/children, you must obtain an official lanyard from the JNA convener by checking into the Match Office **prior to** the commencement of the game. If the players of **both teams** have given approval (as per JNA team registration form) then a lanyard will be given and it is to be worn for the duration of the match (permission valid for **one match** only) then **returned to the Match Office immediately after the game**. These photos **must not** be used for publication without permission from **all** parties; this includes uploading onto any **social media sites**. However, a JNA appointed photographer will be permitted to take photographs during special events, or as requested by the JNA Committee. **NOTE: Strictly no flash photography allowed at any time.**

(Refer to JNA Website for the JNA Communications Policy)

**POSTPONEMENT OF GAMES:** (Refer also refer to “Cancellation/Abandonment of Games – No. 2)

1. A team may apply to the Competition Committee for a postponement to be considered should players be unavailable due to Region or State trials, or school commitments. **Both** teams must be in agreement. A written request must be forwarded and signed by **both** teams and sent to the JNA Committee a minimum of 14 days prior to the scheduled match. The match shall be played at an agreed venue, and prior to the next fixtured game, at the expense of the team proposing the postponement. A **completed scoresheet** must be submitted to JNA before the next scheduled match. A fee will be charged for a JNA official to convene the match and for the cost of the court hire.
2. In the event of a School Camp, the forfeit fine of \$50.00 will not be imposed if the team involved gives a **minimum** of 14 days-notice to the JNA Committee. The game will be treated as a forfeit if the other team cannot reschedule.
3. Finals: for postponement of games during the final's series, due to severe weather, refer to and as per “**FINALS – No. 2**”.

**REGISTRATIONS, REFUNDS & TRANSFERS:**

1. Clubs, and/or Independent Teams, must affiliate with JNA each year to be eligible to register teams.
2. A minimum of seven (7) players per team must be registered on Registration Day.
3. **7U's to 11U's division teams** - new players may be added at any time through the Winter & Spring season, but the player/s must be registered online with their club via MyNetball and the club must provide a **team amendment form**, along with **full payment of fees** to the JNA Head Office, **by no later than 12pm on the Friday PRIOR TO** the next playing date. Clubs who do not follow this procedure may be declared unfinancial and may not be allowed to take the court or accrue points until such time as they become financial.
4. **Junior 12U's, 13U's, 17U's and Open Competitions** - teams may **only** register additional players during the **first round** of fixtures for **Winter** season (being the grading round, or before the fifth fixtured game, whichever occurs first), unless an injury causes a player to permanently withdraw from the Competition and where the team is left with less than nine (9) players. Written confirmation from the club, stating that the injured player will not be returning for the remainder of the season,

must be forwarded to the association along with a request for a new player to be registered. Once approved by JNA, in accordance with the above policy, the required team amendment form, along with full payment of fees for the new player must be forwarded to the JNA Head Office **by no later than** 12pm on the Friday **PRIOR** to the next playing date. Clubs who do not follow this procedure may be declared unfinancial and may not be allowed to take the court or accrue points until such time as they become financial.

**NOTE:** During **Spring** season teams may only register additional players within the first two (2) weeks of the season.

5. **Pro rata membership** – the JNA portion only of the registration fees may be reduced pro rata for members joining after the first round of competition (competition does not include the grading round, therefore after the 2<sup>nd</sup> round of fixtures). Netball WA fees will remain the same. Club Registrars will be required to contact the JNA Head Office for the pro-rata fee before registering a player.

(Note: refer to point 3 above for registering new players in the 12U, 13U, 17U & Opens competitions after the start of both seasons)

6. **REFUNDS:**

a) No refunds will be given from JNA and/or Netball WA once a player is injured and/or made an insurance claim under the National Insurance Policy, and/or once the Winter season has commenced. After an injury a player may apply to their club for a refund of the JNA portion of their fees only (less the JNA administration fee), and only if there are extenuating circumstances. This will be at the discretion of the JNA Committee.

b) **No refund** will be considered by JNA after the first five (5) weeks of fixtures for **Winter** Season. **No refund** will be considered by JNA after the first two (2) weeks of fixtures for **Spring** Season (JNA portion only – refer note below).

**Note:** NWA will not refund any portion of their fees after their Withdrawal/De-Registration Cut-off Dates for both Winter and Spring seasons.

c) A player's registration fee cannot be transferred from a withdrawn player to a new player

d) **NSG program refunds:**

As NSG is a program and not a membership type JNA is guided by Netball Australia's NETSETGO program refund policy for withdrawals and in accordance with the NETSETGO Participant Agreement. The refund amount will be calculated accordingly (less the JNA administration fee and the NSG participation pack, if applicable). Refer also to points 6 (a) & (b).

**Note (1):** The cost of the participation pack will not be refunded once sent out.

**Note (2):** NWA & Netball Australia will not refund any portion of their fees after their Withdrawal/ De-Registration Cut-off Dates for NSG Primary or Secondary programs.

7. **TRANSFERS:**

Clubs **may not** approach a player or players from an opposing club to seek transfers.

- A player transferring from one JNA Club to another must do so **before the end** of the **first round of fixtures**. The player must be financial with the initial Club and with JNA and have **permission from their Club** before approval to transfer to another Club is granted. Once the player's club approves the transfer, a JNA transfer form (available from the JNA website), must be completed, signed by **both** clubs & forwarded to the JNA Head Office. Once approved by JNA, both Clubs must forward the required Team Amendment forms prior to the player taking to court for the new club. (Refer also to Pt. 3 above)

- Spring: If a player is registered with a JNA club for the Winter Competition in the current year and wishes to play with another club in the Spring Competition for the same year, they must firstly obtain approval from their Club **prior to** the team registering for Spring. Once their club approves the transfer a JNA Transfer Application form is to be signed by **both** Clubs and forwarded to the JNA Head Office for approval. Once approved the player can be registered with the new club and added to the Team Registration form for Spring.

- A Club has the right to appeal to the JNA Committee regarding a player who transfers to another Club and who still has obligations to their former Club. At any appeals meeting both Clubs shall have representatives in attendance to state their case. The JNA Committee may refuse to allow a transfer depending upon the merits of the case. (Refer also to Pt. 3 above)



8. Should an unfinancial team disband at the end of the season, any member of that team registering with another Club shall be required to pay their portion (i.e., one seventh - 1/7th) of the debt of their former team, at the discretion of the JNA Competition Committee, taking into account all the monies paid.
9. At the discretion of the JNA Competition Committee any team/Club withdrawing from the JNA Competition one week before the first playing date will be liable for all costs incurred by JNA (including fees payable to Netball Australia, Netball WA and JNA). In the event of non-payment, the team/Club shall be considered unfinancial.
10. Unfinancial Teams/Club **will not** be eligible for **FINALS**.
11. JNA reserves the right to charge an administration fee of **\$10.00** on all requests for refunds, player withdrawals, or other player movements. Refer to "Refunds & Transfers".

**SCORER AND TIMEKEEPER:** (Scorers & Timekeepers must be a minimum age of **13yrs of age or over**)

1. The Timekeeper and Scorer shall sit together and check both the time and score with each other. The Timekeeper and Scorer are to sit on the chairs provided in the allocated area. The Timekeeper and the timing device must remain in the allocated area during the intervals and the scoresheet must remain on the scorer's chair at all times during intervals. The Timekeeper is to use an official timing device only (no watch or mobile timers).  
Note (1): During Spring season - If games are centrally timed the second named team on the fixtures must still provide a Timekeeper to sit with the Scorer and must also have available a timing device if required.  
Note (2): Scorers & Timekeepers cannot be substituted during the game (refer to "Fines Table Ref. 14 (ii)).
2. The first named team shall provide the Scorer and the second named team shall provide the Timekeeper, unless otherwise stated on the scoresheet.
3. The Timekeeper is to advise the umpire when there are thirty (30) seconds and ten (10) seconds remaining prior to the start of the game and each quarter, at the end of an interval or a stoppage. Timekeeper to follow umpire, without speaking to the umpire, when there are 10secs remaining on clock for each quarter.
4. When the Timekeeper follows the umpire for the final 10 seconds of each quarter, teams shall supply a second official to check on the scores with the Scorer.
5. Timekeepers and Scorers are to **PRINT THEIR NAMES, IN BLOCK CAPITALS**, on the scoresheet as indicated and together ensure that the scoresheet (front & back) is completed correctly and signed by all required parties, then returned to the JNA Match Office immediately following the conclusion of the game (**penalties will apply if not completed correctly and fully, refer to "Fines Table"**).

**SCORESHEETS:**

**(Note: If the scoresheet is pre-printed by Match Office, it is still the responsibility of the Scorer and Timekeeper to ensure that it is checked and completed correctly, as per below)**

1. The names of all players (PRINTED IN FULL) must be on the front of the scoresheet **PRIOR TO** the commencement of the match  
Note (i): players whose names are not listed on the scoresheet at the start of the match cannot participate in the game and player's names **cannot be added** once the match has commenced. Positions played for **each quarter** must be completed **prior to** the scoresheet being handed in. Details of match time, date, division and court number must also be completed.  
Note (ii): If a player's name is listed on the front of the scoresheet (including fill ins or players playing up), but they **do not take to court**, or if there are no playing positions filled out beside their name, then they are still deemed to have played one (1) fixtured game and this player will only be allowed to play up as a fill in for one more time for this team. However, this **does not** constitute as

a qualifying game for finals; as a player must have taken to court for a minimum of one (1) quarter per fixtured game and for a minimum of three (3) fixtured games, & registered as a player in that team, to qualify for finals (Refer also to “Cancellation of Games”, “Disqualified Games”, “Finals” & “Forfeits”)

**Penalties apply for incomplete scoresheets.** (Refer to “Fines Table”).

2. Playing positions on the scoresheet must be completed PRIOR TO handing in to the Match Office immediately after the conclusion of the game.  
NOTE: Quarter by quarter positions can only be completed **prior to the game starting, during intervals and/or immediately after the game** and NOT whilst the game is being played.
3. Any **injuries, registrations of new players, players filling in or playing up, or using single game fee or SGV’s**, are to be noted on the back of the scoresheet PRIOR TO handing in to Match Office immediately after the conclusion of the game. (Refer to “Fines Table Ref. 10” & “Fill in Players” & “Competitions – No. 3”)
4. The official scoresheet shall be the only accepted record of the match and the scores entered shall be final. Scorer and Timekeeper must check the scoresheet **together** during the game.
5. SET & GO 7U’s to 10U’s teams must complete the names and positions played for each quarter.
6. Both umpires and both captains must **print their names, IN BLOCK CAPITALS**, on the scoresheet at the completion of the match.
7. Timekeepers and Scorers are to **print their name, IN BLOCK CAPITALS**, on the scoresheet where indicated.
8. It is the responsibility of the scoring team to hand in the scoresheet to the Match Office, **immediately after the match.** (Refer to “Fines Table”)
9. Fines & Penalties apply for incomplete scoresheets. (Refer to “Fines Table – Ref. 10 (i) & (ii)”)
10. **FINALS:** During all the **finals** games the above penalty does not apply. Scoresheets that are not completed **prior to** the commencement time of the game will result in an **immediate disqualification** of the offending team. The game will not be played out and the other team will be deemed the winner of the match. (Refer to Fines Table – Ref. 10 (iii))

### **SPECTATORS:**

1. Please ensure that there is no obstruction to umpires, players or team officials and keep to the areas as requested by the JNA Officials (also refer to the court plan for Spectator areas).
2. Spectators are to watch the games from the **grassed areas behind the yellow lines (excluding behind the goal posts on courts 1, 3, 4, 9, 11 & 12)**, which are marked around the courts and are not to stand on the court perimeters (except on Court 7, where there is a designated spectator area). (Please refer to JNA Code of Conduct, Policies & Procedures - “Misconduct” section and “Fines Table”)
3. Spectators are encouraged to support their teams in a positive manner, but are not to coach or direct play in any way as very confusing for the players. The team Coach is the only one to coach and direct play.
4. Spectators are to adhere to the JNA Code of Conduct and Spectator Behaviour Policy. (Refer to JNA Website)

### **UMPIRING POLICIES AND PROCEDURES:**

**(Refer to JNA Umpiring Policies and Procedures available on the JNA website for further information)**

1. All 7&U – 13&U teams must provide their own competent and accredited umpire for the Saturday competition.
2. For all 17U & Open division teams playing on a Monday night:  
The JNA Umpire Development Officer (or their representative) **MAY** roster team umpires.  
Note: this is subject to change and will be confirmed prior to the beginning of each season.
3. The umpires have control of the match and their decision is final.

4. The team captain only has the right to approach the umpires for clarification of any rule and only during an interval. Any player/s for whom the clarification is relevant may accompany the captain, otherwise NO ONE else is permitted to approach umpires. (also refer to the Official Rules of Netball 2020 No. 5.1.1 (v))  
(Note: NSG 7's to 10's team captains may be accompanied by their coach as a support person only)
5. After a warning the Umpires have the right to stop the match and report to the JNA Convener any interference contrary to the spirit of the game from the side lines, this includes coaching from an unauthorised person.
6. Failure to provide an umpire. (Refer to "Fines Table")
7. Umpires must wear suitable white clothing and correct footwear (no jeans, thongs or high heeled shoes will be permitted). Refer to "Umpiring Information & Courses" section for details on penalties imposed for dress code violations. Refer to "Fines Table – Ref. 1 (ii).
8. Umpires MUST stand together at intervals and are not to interact with the team they are umpiring for. Umpires are not allowed to coach a team whilst umpiring or during intervals. However, in the NSG 7U's to 10U's competition, umpires can offer suggestions whilst explaining decisions.  
(Refer "NSG 7U's to 10U's")
9. No interchange of umpires is allowed once a match has commenced except in the case of injury or illness.
10. Umpires are to check both teams (in accordance with the Official Rules of Netball 2020) prior to the commencement of the match and ensure the Scorer, Timekeeper and scoresheet are ready for the commencement of the game.
11. Umpires are to print their names on the front of the scoresheet at the end of the game. (Penalties may apply. Refer to "Fines Table")
12. If an umpire fails to show for their rostered game, the replacement umpire will be paid at the rate that the absent umpire would have been paid by their club or team.

#### **UNFINANCIAL CLUBS/PLAYERS:**

- Any club or player owing money either to JNA or Netball WA shall be deemed unfinancial. Money owing can be in the form of fees, fines or other penalties, etc.
- Unfinancial clubs and their players are not entitled to the rights and privileges of membership until all monies owing (plus interest if applicable) are paid in full to the satisfaction of JNA.
- JNA reserves the right to refuse all further membership applications from unfinancial clubs or players in the future. Refer to rule 16 (6) of the JNA Constitution.

#### **UNIFORMS: (Players & Umpires)**

1. **Each player must wear their team's registered uniform in full and as per the JNA Uniform Registration Form submitted by the Club/Team to JNA on registration day; which includes bibs and appropriate matching sports briefs (all one style and colour). If shorts have been registered as part of the uniform, they are required to have a club logo as approved by JNA. Note: Penalties will not apply for the first two weeks of the competition only. If the registered uniform is unable to be worn during the first two weeks of competition (i.e., if delay in supply of uniform) players must all wear the same style and colour of skirts/skorts/shorts, tops and sports briefs whilst waiting for the registered uniform. JNA must be advised in writing prior to commencement of season if unable to wear the registered uniform.  
Refer to Fines Table – Ref. 1 (i)**
2. Any athlete 7U-Opens may wear plain black undergarments consisting of plain black leggings and/or long sleeve plain black top under their registered netball uniform. Athletes don't need

- to request this option, apply for an exemption, or request to wear the black undergarments. This is an automatic option available to all. JNA do not require a reason why any athlete chooses the option. For safety reasons black undergarments must not have pockets, zips etc.
2. Footwear: Suitable enclosed supportive sports footwear must be worn by all players. (Where games may be played indoors, the Arena's footwear policy must be adhered to).
  3. Bike pants may be worn provided they are part of the registered uniform (same colour and style to be worn by ALL players in the team/club). Both the sports briefs and bike pants **must be shorter** than the skirt/dress.
  4. The colour of the undergarments, leggings and head coverings are to be black (or of the dominant colour of the club/team's registered uniform). Head coverings are not to cover the face and are to be slim fitting.
  5. For safety reasons, no hard-brimmed hats/caps may be worn.
  6. All new, or amendment of, uniforms must be approved by JNA at least **(4) four weeks prior to** JNA team registration day (a JNA Uniform Registration form and a colour photo of the registered uniform, including bibs and sports briefs, is required with all club/team registrations at the beginning of winter season).
  7. **UMPIRE ATTIRE:**
    - Umpires should be wearing comfortable clothing that is appropriate for physical activity:
    - Sports shoes
    - White skirt, skort, or shorts, white top, white cap or visor; also, white jacket and white tracksuit pants permitted if the weather is very cold. Failure of an umpire to conform to dress standards will result in a warning from the Umpire Conveners and a fine may be levied if deemed necessary. Refer to Fines Table Ref. No. 1(ii).
    - Hair tied back
    - A method for recording centre passes (e.g., elastic band)
    - Watch (preferably showing seconds) to check time during a stoppage.
    - Whistle (preferably hand held)

### **VOLUNTEERS:**

Clubs, and/or Independent Teams, may be requested to provide volunteers/attendees for compulsory information sessions, compulsory meetings and/or assistance with any JNA related program/activity. This provision is compulsory.

It is the Club's, or Independent Team's, responsibility to provide correct information to their volunteers/attendees regarding any requirements and/or their potential duties.

Clubs must also provide representative/s on a JNA committee, in accordance with the JNA Constitution.

Volunteers must comply with all JNA Codes of Conduct & Behaviour, Policies and Procedures and Netball Australia's Member Protection Policy.

Note: penalties may apply, refer to "Fines Table – Ref. No's 12, 13 & 23".

### **WRITTEN CORRESPONDENCE:**

It is JNA policy that we only enter into correspondence directly, via email to the JNA Head Office, from the Officials of our Member Clubs (i.e., from the President or Secretary of the Club, or the Team Manager if an independent team), and **not** from individual members of the club, or independent team.

Email: [joondalupnetball@bigpond.com](mailto:joondalupnetball@bigpond.com)

## APPENDIX:

### FINES TABLE:

**Note:** All fines are to be paid within 14 days of issue; otherwise, the offending player/s, umpire and/or team will not be allowed to participate in any further games until the fine is paid. Fines imposed in the lead up to any final's matches must be paid prior to taking the court for any finals match.

Clubs; or if an independent team, the Team Manager; or an independent umpire, are accountable for the collection of fines incurred by their member/s. (Refer to JNA website for copies of the Code of Conduct/Behaviour and Communication Policies)

Ref	Reason for Fine/Penalty	Penalty	Fine
1	<p>(i) <b>Players</b> in unregistered uniform (i.e., <b>Players</b> not wearing the full uniform, as per the club's uniform registration form).</p> <p><u>Note:</u>                      (a) This <u>will not</u> apply for the first two weeks of the competition only. However, during this period, all players must endeavor to wear skirts/skorts/shorts and tops similar in colour to the registered uniform.                      (b) Verification of the player which is not in the correct registered uniform will be confirmed by Senior Convener &amp; one of the following- General Convener / JNA Umpire Development Officer /Match Office Admin</p> <p>(ii) <b>Umpires</b> not in full white uniform (including white jackets &amp; track pants etc.)</p>	<p>1<sup>st</sup> Offence – written warning to the club advising name of offending team &amp; player/s.</p> <p>2<sup>nd</sup> Offence, and for each subsequent offence, for any player/s in the same team even if not the same player as 1<sup>st</sup> Offence.</p>	<p>N/A</p> <p>\$50 per player</p>
2	Unregistered or unfinancial player.	Offending team disqualified	\$50
3	Playing an ineligible player (Refer "Fill In Players or Interchange of Players Between Divisions")	Offending team disqualified	\$50 per team
4	Playing an ineligible player during a <b>finals</b> match (Refer to "Competitions" & "Finals")	Offending team disqualified	\$100
5	<p>Failure to provide an umpire, or if a rostered umpire fails to attend.</p> <p>(<u>Note:</u> if an umpire is rostered by JNA and umpire fails to give a <b>minimum of 3 hrs</b> notice (i.e., 3 hrs <b>prior to</b> the <b>first scheduled game</b> of the day/night), to the JNA AUDO, then this fine will apply. If the umpire is affiliated to a JNA club, the club will be responsible for ensuring that the fine is paid. If umpire is independent and fine not paid then the cost of fine will be deducted from their next game)</p>	N/A	\$20
6	Failure to provide an umpire which leads to a forfeit	<p>Match Forfeited</p> <p>Loss of 1 point <b>plus</b></p> <p>Pay opposing team's umpire@ Club or JNA current rates</p>	N/A
7	Failure to provide an umpire for finals	N/A	\$50

8	Forfeiting a match	Loss of 1 point & loss of goals scored <b>plus</b> BOTH umpires to be paid, unless <b>the minimum required advice time</b> has been given to all parties (including umpires). Refer to "Forfeits" for times.	\$50  @ Current Club or JNA rate
9	Failure to hand in scoresheet on game day	N/A	\$10
10	(i) Failure to complete a scoresheet correctly (includes Umpires) – primary offence (e.g., positions not completed for each quarter, name of fill in player not completed on back of scoresheet, umpire name not filled in, etc.).  (ii) Failure to complete a scoresheet correctly or completely leading to a disqualification (e.g., names, including fill ins etc., not completed at front <b>prior to</b> commencement of game)  (iii) Failure to complete <b>all</b> the scoresheet correctly and completely <b>prior</b> to commencement of game during a <b>finals</b> game	N/A  Offending team disqualified <b>plus</b> BOTH umpires to be paid @ Club or JNA rates (Refer to "Disqualified Games")  Offending team disqualified <b>plus</b> BOTH umpires to be paid @ Club or JNA rates (Refer to "Disqualified Games")	\$10  @ Current rate  @ Current rate
11	Falsifying a scoresheet	Offending team disqualified	\$50
12	Failure to provide:-  (i) a volunteer as required  (ii) a representative on a JNA committee, in accordance with the JNA Constitution.	N/A  N/A	\$50  \$50 per month until position filled
13	Failure to attend a compulsory meeting and/or information session.  (ii) Failure to attend an umpire information session	Fine applies per TEAM and/or to the number of representatives JNA requests to attend.	\$100 each  \$10
14	(i) Failure to provide a competent scorer or timekeeper as required (minimum age requirement is 13 years of age or over).  (ii) Allocated Scorer/Timekeeper fails to score/time for the entirety of the game.  (iii) If <b>both</b> teams do not provide the timekeeper and scorer.	Loss of 2 goals to the offending team  N/A  Game cancelled and <b>both</b> umpires to be paid @ Club or JNA rate. No points will be allocated for either team.	N/A  \$10  @ Current rate

15	Failure to rotate players correctly in the 9U's, 10U's & 11U's competitions. (Refer to "Matches – No's 5 & 6")	N/A	\$20 PER TEAM
----	---	-----	---------------------

Ref.	Reason for Fine/Penalty	Penalty	Fine
16	Player sent off for unduly rough play, not responding to umpire's instructions or warnings. 1st offence  2nd offence  3rd offence	Letter to club  Fine + Suspension 1-3 weeks  Fine + Suspension 3-6 weeks	\$50  \$100  \$150
17	(i) For offensive and abusive language and behavior to another player and/or to a team.  (ii) For offensive and abusive language and behavior to an umpire.  (iii) For offensive and abusive language and behavior to an official (which includes, but not exclusive to, Timekeepers, Scorers and/or JNA Conveners/Personnel).	As decided on by the JNA Committee and may include <b>one or more</b> of the following: - Fine, Letter to the club and/or Suspension or dismissal from the association.	\$50 min  up to  \$300 max
18	Physically harming or attacking, or the intent to harm or attack, another player, umpire, official or spectator and which is deemed as not to be within the spirit of the game.	Suspension 1-6 weeks, or dismissal from the association Letter to club	\$250
19	For offensive language by a Club Official, or a spectator associated with that club. Clubs will be held liable for their members' behavior including SGV players.	As decided on by the JNA Committee and may include <b>one or more</b> of the following: - Fine, Letter to the club and/or Suspension, or dismissal from the association	\$100 min  up to  \$500
20	Intentionally playing players under other registered players <b>or</b> playing unregistered players.	Offending team disqualified  ( <u>Note</u> : If in <b>FINALS</b> round - disqualified for all remaining finals games)  Letter to club	\$150
21	On the spot fine for abuse of an official (refer to Ref. No. 19 of Fines Table) or umpire.	Letter to club	\$100
22	Any athlete, official or spectator involved in any misconduct which contravenes the JNA Communication	1 <sup>st</sup> Offence – Fine as determined by the JNA Committee including one or more of the following: -	\$100 min  up to

	Policy against another athlete, umpire, Club or JNA official and/or JNA member/s.	Letter to club, suspension, letters of apology and/or any other requirements as deemed necessary by JNA. 2 <sup>nd</sup> Offence – Termination from the Association	\$150
23	(i) Non-compliance with JNA Code of Behaviour for Players, Spectators or Club Officials  (ii) Non-compliance with JNA Policies & Procedures and/or bylaws (if any)  (Refer to JNA Website)	Penalty and fine as determined by the JNA Committee and may include <b>one or more</b> of the following: - Fine, Letter to the club and/or Suspension or dismissal from the association.	\$10 min  up to  \$150



## **IMPORTANT CONTACT INFORMATION:**

### **JOONDALUP NETBALL ASSOCIATION:**

#### **Head Office: (Admin staff – Viv & Kaylene)**

Joondalup Sports Club

25 Kennedy Drive, Joondalup WA 6027

Office Hours: Tuesday, Wednesday & Thursday 9.30am – 3.30pm

Telephone: (08) 9301 4495

Head Office Email: [joondalupnetball@bigpond.com](mailto:joondalupnetball@bigpond.com)

Website: [www.joondalupnetballassociation.wa.netball.com.au](http://www.joondalupnetballassociation.wa.netball.com.au) (Calendar of Events available on website)

#### **EFT Details:**

**General Act payments** - BSB No: 066-191, Act No: 10020757 (Club use only for team registrations)  
(Narration required: Club name)

**Note: payments for all Assoc Champs (MAC) and Metro League (MLC) fees and merchandise are purchased via MyNetball.**

#### **Competition Days Only:**

Forfeit advice – refer to relevant section in Policy & Procedure Handbook

Match Office Mobile: 0478 840 636 (text only, not to be used for general enquiries)

**(TEXT only** - full details of forfeiting team, name, game time etc., as per policy requirements, followed by an email, with the Forfeit Form, to JNA Head Office)

Match Office Email: [joondalupnetballmo@outlook.com](mailto:joondalupnetballmo@outlook.com) (**Game days only**)

#### **Venue:**

HBF Arena Joondalup, Kennedy Drive, Joondalup

### **JNA 2021 Executive Committee:**

President:	Kerry Collings
Vice President:	Michelle Martin
Treasurer:	Alison Clark
Secretary:	Karen Peters
Competition Coordinator:	Joscinta Cole
Development Officer:	Craig Baseley
Umpire Development Officer:	Alana Penny
General Committee Members:	Sharon Knott    Kylie Kershaw Rodney Deville    Jen Rodgers

### **CLUB CONTACTS: (Refer to JNA Website)**

#### **A.C.S.R.A (T/A JOONDALUP SPORTS CLUB):**

Clubrooms: HBF Arena Joondalup (near western oval)

Telephone: 0412 689 806 (Facility Manager)

Email: [acsra\\_facilitymanager@inet.net.au](mailto:acsra_facilitymanager@inet.net.au)

Postal address: PO BOX 196, Joondalup WA 6919

#### **NETBALL WA:**

Office: 200 Selby St, Jolimont WA 6014

Postal Address: PO Box 930, Subiaco WA 6904

Telephone: (08) 9380 3700

Email: [info@netballwa.com.au](mailto:info@netballwa.com.au) Web: [www.netballwa.com.au](http://www.netballwa.com.au)

Insurance: [www.willis.com.au/netballaustralia](http://www.willis.com.au/netballaustralia) (To make a claim, refer to link on JNA website)

## **USEFUL NETBALL ACRONYMS:**

ADO	Association Development Officer
ANL	Australian Netball League
AUDO	Association Umpiring Development Officer
BOM	Bureau of Meteorology
DADRA	Develop a Diamond Regional Academy
DSR	Department of Sport and Recreation
FIT	Fever In Time
FTG&P	Fuel To Go & Play Association Championships
JNA	Joondalup Netball Association
MAC	Members Association Championships
MLC	Metro League Competition
NSG	NET SET GO
NWA	Netball WA
RASP	Regional Academy Sport Program
SGF	Single Game Fee
SGV	Single Game Voucher
SSWA	School Sports Western Australia
WANL	WA Netball League
WDNA	Wanneroo & Districts Netball Association