

Koo Wee Rup Netball Club INCORPORATED

(Registration No. A0006151V)

NETBALL BYLAWS

DATE: July 2026

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DEFINITIONS

“Association/league” means the WGFNL Incorporated.

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

“KWRNC” means KooWeeRup Netball Club

“Bylaws” means these By-Laws of KWRNC as amended from time to time.

“Committee” is the governing body of the KWRNC

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

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

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

“Training partner” has the meaning given to it by Bylaw 10.6

“Extra Player” has the meaning given to it by Bylaw 10.7

"Team Official" has the meaning given to it by Bylaw 17.

BYLAWS

These Bylaws are the rules governing the internal affairs of KWRNC. They are the operating procedures that determine the conduct and the direction of KWRNC and its members. The Committee adopted these Bylaws July 2026. Any amendments to these Bylaws come into effect on the date they are approved by the Committee and will remain in force until amended, repealed, or replaced.

1. CHANGES TO BY-LAWS

1.1 In the event of a question arising regarding amendments and/or additions to these by-laws:

(a) Notice of Motion in writing stating the proposed alteration/s to these By-Laws shall be forwarded to the Secretary of KWRNC

(b) Upon receipt of such notices, the Secretary of KWRNC shall distribute copies of such notices to the Executive Committee and members of KWRNC

(c) The Executive Committee and members of KWRNC shall give due consideration to such notices at the next General Meeting held no earlier than twenty-eight (28) days from receipt of such notices by the Secretary

(d) The Committee & members shall, by resolution, determine whether to confirm or to reject the notice of motion.

(e) If, at the General Meeting referred two thirds or more of KWRNC members present at the General meeting vote in favour of the confirmation of the Notice of Motion, the motion is carried; otherwise, the motion is rejected.

2. CLUB DELEGATE MEETINGS

2.1 General club meetings will be held at least three (3) times per year on a date determined by the Committee during netball season.

2.2 The general meeting will be chaired by:

(a) The President, or in his/her absence the Senior Vice President shall preside; or

(b) If the President, Snr Vice president and Jnr Vice president are absent, one of the remaining members of the Executive committee shall preside

2.3 Confirmation of the Minutes

(a) No discussion is permitted on the Minutes except as to their accuracy as a true and correct record of the meeting, and the Minutes must be signed by the chairperson of the meeting at which they have been confirmed

(b) Must be confirmed by a member who was present at that meeting

2.4 Matters for determination at a meeting of the Committee or any Sub-committee shall be decided on a show of hands or by a poll taken in such manner as demanded by a simple majority of those members present.

2.5 Notice of each General Meeting shall be given in writing or electronic communication to all financial and Life Members, not less than seven (7) days prior to such meetings

2.6 Special Meetings of KWRNC may be called by the president

(a) at the discretion of himself/herself and the Secretary.

(b) at the request of any five members.

(c) The Secretary shall notify members by seven (7) days prior to the meeting

2.7 Five (5) members of KWRNC constitute a Quorum at any one meeting

3. CORRESPONDENCE

3.1 All correspondence sent by KWRNC to the Association must be sent in writing from KWRNC Secretary or an executive committee member.

4. FINANCES

4.1 Fees

(a) Annual club fees will be determined at the Annual General Meeting in the preceding year

(b) All players must pay club fees to be financial members of KWRNC.

(c) All membership fees due to KWRNC must be paid in full by Round 4. If these fees are not paid prior to Round 4, that player will not be permitted to take the court on game day unless a payment plan is made with the treasurer before round 4.

(d) All outstanding monies at the end of KWRNC's financial year shall be payable in full prior to that player's participation in any future season at KWRNC

4.2 Reimbursements / Payments

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

(b) Umpires will be paid at the rate determined by KWRNC.

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

(d) A Grade players will be remunerated at a rate determined by the KWRNC Executive Committee, as approved by the President.

(e) The club holds two EFTPOS cards for approved purchases. All expenditures must be pre-authorised by the Executive Committee. Cards are to be returned to the KWRNC Treasurer when not in use.

4.3 A term deposit is utilised by the KWRNC through the Bendigo Bank during the off-season and, as needed, throughout the season. Upon expiry of the deposit term, the Treasurer shall consult with the Executive Committee before renewing, adjusting, or re-investing the funds. All decisions regarding the term deposit must be made in alignment with the club's financial objectives and approved protocols.

5. PLAYER, TEAM OFFICIAL & CLUB REGISTRATION

5.1 In order for KWRNC to be eligible to compete in the Association's competitions, KWRNC must hold registration within the association competition.

5.2 All players within KWRNC must register to the competition via netball connect in order to be an eligible player under the association competition.

5.3 KWRNC reserves the right to reject the registration application of any player applying to KWRNC for registration to participate in a competition.

5.4 All coaches and umpires are required to register to the competition via netball connect

5.5 Registrations with KWRNC will have a cut-off date as determined by the Executive Committee, unless numbers dictate that registrations remain open until sufficient playing numbers and the required playing positions are fulfilled at the discretion of the coach and Executive Committee

5.6 All players, team officials and members of KWRNC will have access to relevant Netball Victoria policies, procedures, regulations, and Codes of Conduct via the Netball Victoria website.

6. NETBALL VICTORIA MEMBERSHIP

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

(a) In order to be eligible to participate in affiliated Association competition or program (including NetSetGo), as a player, coach or umpire, an individual must be a current financial Netball Victoria member. All Junior, Senior and All Abilities players, coaches and umpires must register through the appropriate online registration link as provided by KWRNC.

(b) An off-the-court membership (administrative roles eg President, Vice President, Junior Vice President, Secretary & Treasurer) product will be offered to those members that have an off-court role.

6.2 No player, coach or umpire will be permitted to participate in the Association's activities in any capacity without a current Netball Victoria membership.

6.3 Single Game Vouchers may be used.

(a) Individuals may purchase a Single Game Voucher and purchase of a voucher will allow the individual to participate as a player in the Association's activities only for the particular game or activity to which the Single Game Voucher relates.

(b) A player must purchase a Single Game Voucher through the nominated process prior to becoming eligible to participating in the relevant game or activity.

(c) Only three (3) SGV can be purchased per person per season.

7. INCLUSIVE ENVIRONMENTS

7.1 KWRNC is committed to providing a safe, fair, and inclusive sporting environment where all people can contribute and participate.

7.2 KWRNC may conduct cultural awareness training & inclusive workshops to ensure they are providing a welcoming environment and creating awareness around cultural views and barriers.

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

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

8. AGE & GRADE REQUIREMENTS

8.1 Participant age is determined as of 31st December of that year for A, B, C, D, 17/U, 15/U, 13/U and 11/U playing grades

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

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

8.4 The playing grades shall consist of A, B, C, D, 17/U, 15/U, 13/U and 11/U. KWRNC will enter squads starting with the highest grade first or for any alterations or combinations to these it must be applied for in writing to the association for approval.

8.5 Minimum Age Requirements are:

Age Group	Minimum
11&U	Turning 9 Years- Mixed competition
13&U	Turning 11 Years- Mixed competition
15&U	Turning 12 Years- Female Competition
17&U	Turning 14 Years- Female Competition
Open	14 Years – Female Competition

8.6 KWRNC observes the Netball Victorian Gender Regulation in regard to mixed competition:

- Mixed competition for the 11&U and 13&U age groups will have NO restrictions applied on the basis of gender.

9. CONDUCT OF MATCHES

9.1 Game rules shall be those of Netball Australia and timing of matches will be according to bylaws of WGFNL.

10. TRIAL SELECTIONS, TEAM GRADING & GAME DAY

10.1 In the event that numbers exceed a maximum as determined by the Executive Committee, Selection Trials must be held.

10.2 Selection trials will be held at the earliest possible date to enable those players unsuccessful in Selection Trials to trial for another club.

10.3 Netball trials are important as they are essential for squad selection. They are compulsory and all players are expected to attend trials.

Players must attend a minimum of 2 trials to be considered for selection. An exemption may be applied for to the Executive Committee due to inability to trial/injury

Players are to wear dark shorts/pants and white tops at trials

Club selection criteria ensures consistency, transparency and fairness and player selection will be based on:

- Skill
- Positional
- Club input (family/player) on any level including but not limited to:
    - Coaching
    - Umpiring
    - Team manager
    - Committee
    - Volunteering (Lions Opportunity Shop, Canteen etc)
    - Sponsorship
- Represent our club culture and vision
- Age eligibility
- Positive approach
- Attendance at trials
- Communication of key dates during the season especially relating to booking holidays or school commitments during the season (unavoidable)
- Number of players per team
- Training partners/squad extras

Under extenuating circumstances where players are unable to trial and a player wishes to join a squad at any point during the season, a letter must be forwarded kooweerup.netball@gmail.com for executive committee approval. All requests during the season must be submitted at least three (3) days prior to the player taking the court.

In the event player numbers decrease prior to the season commencement for reasons such as withdrawal or injury- then offers shall be made to players who are Training Partners (see Clause 10.6) or Extra Players (see Clause 10.7) in first consideration. Consideration shall then be towards players who were unsuccessful in trials and have shown commitment to KWRNC. Only after these avenues have been exhausted may a coach seek other options for a player to join the team. All these decisions will be in discussion with executive committee and the coaching team.

10.4 SENIOR TRIALS

(Players must be 14 years to play Senior netball)

(i) Senior squads are defined as A, B, C & D grades.

(ii) Senior players are selected for one senior squad.

(iii) Senior coaches will comprise a Selection Panel for trials, further selectors are at the discretion of the executive committee.

(a) Team selections for seniors are open to all senior and junior players (over the age of 15 years old).

If the maximum applying to trial for club selection exceeds 40 players, the executive committee in conjunction with coaches will review and approve selection. Selection in conjunction with coaches will always be reviewed and approved by the executive committee and will not be announced prior to this.

(b) A/B squad will be selected of the best players, irrespective of whether they are seniors/juniors. Coaches will select any number of players up to 12 each per A/B squad. Any change to this will need to be reviewed and approved by the executive committee.

(c) The C grade coach(es) will select any number of players up to 12 to form the squad. Any change to this will need to be reviewed and approved by the executive committee.

(d) The D grade squad will be selected from those players not yet selected in another senior squad. Where the number of senior players is lower than the places available selection of juniors will be necessary. This should never occur at the expense of a senior player. Priority should be given to players who may not otherwise get a game. Any exceptions to this must be sent in writing for approval to the executive committee.

10.5 JUNIOR TRIALS

(i) Junior squads are defined as 17&U, 15&U, 13&U, 11&U.

(a) Junior players are required to trial within their own age group. A junior player may be selected in a higher age group if the number of players is lower than the places available for the specific age group or in extenuating circumstances and must be approved by the executive committee and the player/parents involved.

(b) Junior coaches will comprise a Selection Panel for trials, further selectors are at the discretion of the executive committee.

(c) The executive committee in conjunction with coaches will review and approve selection. Selection will not be announced prior to this.

(d) Junior squads will be selected according to the club selection criteria, and at coach(es)/ executive committee discretion.

(e) Junior coaches may select any number of players, up to 12 players per team.

10.6 TRAINING PARTNERS

KWRNC are committed to continuous improvement and maintaining a good level of numbers with a vision for future years. The coaches in conjunction with the executive committee may select 'Training Partners' within senior or junior squads. These players are not successful in securing a position within a squad and are subsequently offered the opportunity to participate as training partners. Players will have the opportunity to train with the squad and participate in the development alongside other players. Training partners will not be given court time, however, if it becomes necessary to fill a vacated position due to injury, illness or withdrawal they may be offered the opportunity to take up a permanent position within a squad during the season. Membership fees for a 'training partner' will be reduced and decided upon by the executive committee.

10.7 EXTRA PLAYERS

In certain circumstances a coach may seek approval from the Executive Committee to select an 'extra player' in their squad where the player is not considered part of the selected 'core side'. For example, a coach has selected a core 9 or 10 players, this extra player may be referred to as a '10th' or '11th' player. This request must be sought in writing to the executive committee with reasons explained for the choice.

The definition of an 'extra player' is described as a player who the coach can see a greater potential than offering a "Training Partner" position. The extra player is part of the squad, trains with the squad and will be with the squad on games days, however, court time will be heavily restricted with no guarantee of any court time on any given game day. The aim is to work hard and develop skills so if opportunities allow court time will be provided. If it becomes necessary to fill a vacated position due to injury, illness or withdrawal they may be offered the opportunity to take up a permanent position within a squad during the season. Membership fees for an 'extra player' will be reduced and decided upon by the executive committee.

10.8 TRAINING & GAME DAY

(a) Training is compulsory. All players who are unable to train or play must personally let their coach know and it is coaches discretion if court time is affected.

(b) All squads on game day are players selected on ability for the corresponding grade. The best combinations are selected to take the court at all times.

(c) Any vacancies to any squad throughout the season on game day will be filled by an eligible player of the required ability (in consultation with coach(es), player, parents and reviewed and approved by the committee).

(d) There will be no "fair rotation policy", however there may be endeavours to qualify players.

(e) Not withstanding clause 10.8 (a) exemptions from long standing training may be granted in extraordinary circumstances at the discretion of the executive committee. Exemptions must be made in writing and submitted to the executive committee prior to the commencement of the season. Decisions are made in conjunction with the coaching panel and are based on the KWRNC Vision, Mission and Values.

10.9 FINALS

The best combination as selected by the coach will take the court at all times.

10.10 CAPTAINS/CO-CAPTAINS

Coach is to select captain/co-captain and vice-captain or selection of captain and vice-captain by a process determined suitable by the coach. If there are any issues arising or anyone feels that these guidelines are not being enforced correctly, concerns should be directed to your coach at training. If you feel that this has not been resolved, further concerns should be directed to the executive committee (in writing) and any such grievance will be handled in line with club bylaws.

11. DRESS CODE

11.1 Players

(a) Each player is required to wear the approved uniform when attending game day matches and any tournaments entered as KWRNC.

(b) KWRNC approved uniform consists of KWRNC dress & navy boy leg shorts or top and shorts equivalent for male players, club warm up top and white Club Socks.

(c) All uniform must be worn in the correct and respectful manner

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

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

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

(e) Jewellery which cannot be removed for religious / medical reasons should be covered with tape as necessary to prevent injury to others. A certificate must be on hand to be viewed by the umpires

(f) Fingernails must be short and smooth when participating in the Association/League's activities. No taping of nails will be accepted. Gloves can only be worn with a medical certificate.

(g) Any player who first receives a league warning for incorrect uniform and then has a repeat offense for incorrect uniform which results in a club fine payable to the league, will be requested by the executive committee to give volunteer hours in an activity within the club that provides an income to KWRNC.

11.2 Umpires

Umpires shall wear uniform as determined by the Association/League. White or cream top. Block colour bottoms (black) are acceptable, until WGFNL establishes their own netball umpire colour. Umpires will wear all white for finals. Uniform Guidelines - Netball VIC

12. CLEARANCES

12.1 A clearance is required if a player wishes to transfer to another Club within the WGFNL during a season. The relevant paperwork must be completed by no later than the 30th June each season.

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

12.3 Players who owe outstanding playing fees to KWRNC are not eligible to be granted a clearance.

12.4 To obtain a clearance, a player must submit a clearance application to the Association and must comply with all of the requirements as outlined by the Association

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

13. SCORING

13.1 The home club will provide an official scoresheet for all games. This must be printed from the netball connect system. This scoresheet will list the complete names (both given and surname) of all players intending to participate as players in the game prior to the commencement of play. This scoresheet shall also indicate the positions played each quarter by individuals and the game score. A record of centre passes must also be kept and provided if requested by an umpire.

13.2 If a player takes the court that was not on the scoresheet prior to commencement of play penalties will apply as per WGFNL Bylaw 18 iii

13.3 The home team will provide three (3) scorers, one (1) will complete the scoresheet, one (1) will control the scoreboard, and the third can complete the live scores (from anywhere in the court vicinity.) The away team will supply one (1) person to conduct the timing of the matches.

13.4 At match conclusion the score sheet must be signed to indicate satisfaction by the captains, scorers, and umpires.

13.5 If a scorer, Team, or Club believes the score is incorrect they must not sign the scoresheet and notify the association via email on the day of the match.

13.6 Home teams are to email scoresheets to WGFNC Co-ordinator and opposing club by Saturday night of match. The Home Club is to send the hard copy to the WGFNC Netball Co-Ordinator on the Monday. Any later than this, the scoresheets must be sent via express post.

13.7 Once there becomes a 20 point difference in scored between 11/U and 13/U sides, the use of the scoreboard must stop. Match scoring continues on the scoresheet. Player positions must continue to be filled in each quarter on the scoresheet.

13.8 All games are to be live scored.

14. PLAYER QUALIFICATION

14.1 Where a senior player has played six (6) games in a particular senior grade throughout the home and away season, the player in question is no longer able to play in any lower senior grade but is eligible to play in a higher grade. Junior players who play in senior grades are also subject to this rule but are still eligible to play in their own junior age group.

14.2 Where a senior player plays in two (2) grades in the same day only the game in the highest grade will count towards their qualifying quota.

14.3 Players must play one third (1/3) of the home and away playable rounds in that season with their Club to be eligible to participate in finals. Players named on the scoresheet who have taken the court, will be deemed to have played that game

14.4 All players may only play in two (2) games of netball in any one given day.

14.5 Premium Player is defined by the highest level of netball they are playing in the year of competition and the year preceding it. A player is classed to have played once they have taken the court in a competition match. Players who are playing or were playing Open levels of competition in VNL (Victorian Netball League), SSN (Suncorp Super Netball) and ANL (Australian Netball League) will be classed as a Premium Player.

- Only three (3) Premium Players are allowed from each team on the court at any given time of the A Grade match;
- Premium Players are not eligible to play B, C or D Grade competitions;
- Players who meet the Premium Player definition are to be clearly identified on the match scoresheet with 'PP' next to their name.
- Junior players (U19) playing VNL are eligible to play in their age appropriate sides in WGFNC. However, they can only play A or B grade if playing in a higher grade.
- If there are 3 or less Premium Players in any one team, there is no need to record 'PP' on the score sheet.

14.6 Rolling Substitutions

i. Players must be recorded on the scoresheet for the starting positions only, for all four (4) quarters.
ii. Rolling Substitutions must be recorded on the specified Rolling Subs sheet only
iii. Only one (1) rolling substitute per team can be made at a time.
iv. Play is not to be held up for rolling substitutions. If play is delayed, the player will be penalised under Rule 19.2. Delaying play.
v. Players must observe the offside rules as they enter/leave the court.
vi. Players must not interfere with the umpire's movement during the substitution.
vii. If a player leaves the court as a rolling substitution, and there is no player in the designated area, the replacement player is treated as a late player (as per Rule 3.8) and must wait until a break in play to enter the court. *3.8. Any late player may, after advising the umpire, take the court in the vacant position/s at the next break in play. Action: Any late player is sent from the court until the correct time for entry and possession is awarded to the opposing team where the ball was when play stopped.*
viii. Injured players must be recorded on the scoresheet immediately after the player has left the court and replaced with an alternative player.
ix. Rolling Substitutions sheet must accompany the scoresheet and submitted to the League.

15. UMPIRES

15.1 All umpires must have completed Online Level 1 course, passed the theory section and have 'Working with Children' check in order to umpire for KWRNC.

15.2 KWRNC is responsible of the supply and payment to umpires during the home and away season.

15.3 All umpires must not officiate more than two (2) games in any one given day

15.4 Umpires must be a badged umpire to officiate A & B grade games

15.5 All umpires must be current to their badge grading

15.6 Inexperienced umpires will be supported by an Umpire Mentor. Umpire Mentors are not to have a whistle and are to wear vests as supplied by the League. The Umpire Mentor is to write their name on the scoresheet. Umpire Mentors are not to approach the opposition umpire unless asked before the start of the game. The Mentor is not to leave the court area until the completion of the game.

15.7 Umpires must be registered / linked to a Club within WGFNC before the round they are to umpire. Umpires must also ensure their badge is current. Clubs must submit any new umpires to the league with their full name and netball connect registration number. Penalty $100.00 fine

16. COURT SUPERVISOR

16.1 **(a)** Will be supplied by the home club except in finals

(b) The appointed person may change for each game but not during a game

(c) The appointed person should be aware of the rules of bylaws or can refer to them in a timely manner and must be mature and competent enough to make crucial decisions

(d) The appointed person shall act in unbiased manner

(e) The appointed person will remain court side for duration of the game

(f) The appointed person will wear High Vis vest supplied by KWRNC

(g) Duties include ensuring timekeepers and scorers are in place and aware of rules, coaches and players remain in designated bench areas, ensure umpires are in place and ensure safety of umpires, ensure copy of WGFNL bylaws are available.

17. TEAM OFFICIALS

17.1 The Team Officials (not previously mentioned within by-laws) shall consist of:

(a)(i) Coaches as appointed by recruitment sub-committee (consisting of up to 5 members of the current Executive and General Committee members) with a written application received for advertised positions.

(ii) A Grade/Head Coach must have Development. All coaches below A Grade must hold a minimum foundation level of coaching which is current and proof provided to the club secretary prior to Round 9

(b) Assistant coaches (if selection deemed appropriate by the coach and executive committee)

(c) Team Managers- A team manager shall be appointed for each selected squad. Team Manager duties include supporting the coach with administration tasks, communicating to squad parents/players in consultation with the coach any details pertaining to training and games, recording rolling subs, liaising with the scorers on game day to check score sheet names are correct, handover positions and position changes to scorers and any other duties the coach may request of the team manager.

(d) Primary Carer- Each squad must have an appointed primary carer who is qualified (minimum of basic first aid) to treat injury or illness. The primary carer is permitted on the court during a stoppage for injury/illness of a player or blood issues. The primary carer must wear high Vis vest as supplied by KWRNC. The primary carer may also be the team manager.

17.2 All team officials involved in the care of children or juniors must hold a current 'Working with Children Check' and proof must be provided to the club secretary prior to Round 1.

18. RISK MANAGEMENT

18.1 INJURY & INJURY REPORTING

(a) All injuries must be recorded at the discretion of the injured player or players guardian on an injury reporting sheet

(b) Major injuries should be recorded on the back of the score sheet

(c) Any player with a known injury diagnosis from a medical and/or health professional or any player who has withdrawn from training/playing for a period of two weeks due to injury MUST provide a medical clearance to the club email before they can return to train or play at/for KWRNC.

(d) If ice is applied to an existing or new injury during training or a game, that player is not able to return to the court for the duration of the session/match.

The executive committee can also request a medical clearance if suspected known injury is present.

18.2 KWRNC is responsible for the provision of a first aid kit at home and away matches

18.3 Blood Policy- adopted as per Netball Victoria blood policy and infectious diseases

18.4 KWRNC adopts rules and guidelines from Netball Rule book **RulesofNetball2024** and WGFNL bylaws in relation to injury/illness or blood stoppages.

18.5 Pre-Screening and Medical Indemnity- all players are required to complete a medical indemnity form at registration.

18.6 Game Day Checklist- A Game Day Checklist must be completed by the home club prior to commencement of any games.

18.7 Weather- In the case of extreme weather conditions, KWRNC shall refer to the Association's weather policy

18.8 Smoke Free- KWRNC adopts a smoke free policy. Smoking is banned within 10 metres of an outdoor public sporting venue during organised underage sporting events and training sessions.

18.9 Responsible Serving of Alcohol in Sporting Clubs. KWRNC will adopt a responsible serving of alcohol policy.

19. BEST & FAIREST VOTES & AWARDS

19.1 LEAGUE BEST & FAIREST

(a) Votes are awarded votes (1,2 & 3) from third best to best on court by the official umpires at the completion of the game. These must be forwarded to the association by the home club.

19.2 CLUB BEST & FAIREST

(a) Votes are awarded votes (1,2 & 3) from third best to best on court by the away umpires at the completion of the game.

(b) Votes will be counted and tallied by executive committee members. In the event of Best & Fairest votes being equal, awards shall be given to all players receiving the equal highest number of votes in each grade.

(c) Any player who has been suspended during the current season will be deemed 'ineligible' to win the award

(d) Any member who has money owing to KWRNC will be deemed 'ineligible' for an award

19.3 SENIOR AND JUNIOR CLUB PERSON

(a) Any financial member, player, team official, club official, family of a club member is eligible to receive this award

(b) Awards are presented annually, one each to

(i) Senior Club Person

(ii) Junior Club Person aged 17 years and under as of the 31st December of the current year or family member to this junior player

(c) These awards shall be decided by the Executive Committee from any nominations received in writing, highlighting any outstanding contributions to KWRNC in the current season by an individual.

(d) The nomination shall include a written summary of the qualities displayed by the nominee and all reasons for the nomination. The following qualities should be considered when selecting the Best Club Person:

- **(i)** Regular attendance at training and other club functions
- **(ii)** Demeanour
- **(iii)** Willingness to provide assistance at training and other functions.
- **(iv)** Volunteer work
- **(v)** Assistance with younger players
- **(vi)** Availability for other duties e.g. umpiring, coaching
- **(vii)** Attendance at Courses, Meetings etc

19.4 CARMEL DENNIS AWARD

(a) This Award is given to a player who is a regular player in the 15& U competition and is determined by the coach in conference with the Executive Committee

(b) The following qualities should be considered when selecting the player:

- **(i)** Determination and commitment in games
- **(ii)** Attitude and sportsmanship during training and games
- **(iii)** Regular attendance at training

19.5 LIFE MEMBERS

(a) The Executive committee may appoint life members at the end of season presentation event providing the proposed appointed persons have served the club loyally and made significant contributions to the club for a minimum of ten (10) years.

(b) Life members will receive a Life Membership badge and will hold the same privileges in proceeding years as financial members.

20. PRESENTATION EVENT

20.1 A presentation night shall be held by KWRNC.
20.2 The date and format shall be determined annually by the Committee.
20.3 Presentation of all Association awards shall be made on at the presentation event.
20.4 Recognition of achievements shall be made at the presentation event.

21. FUNDRAISING

21.1 KWRNC shall conduct fundraising activities during each year.
21.2 The Committee shall determine the specific fundraising activities to be conducted.
21.3 Individual Teams must seek approval from the Committee for any individual fundraising activities they wish to conduct.
21.4 All members are required to support the fundraising activities of KWRNC.

22. COURSES, SEMINARS & OTHER OPPORTUNITIES

22.1 KWRNC shall provide notification of opportunities for all members to improve their skills by attending courses, seminars, and other personal development activities.
22.2 KWRNC shall encourage and support members who wish to attend appropriate courses, seminars, and other personal development activities.

23. ACCREDITATION

23.1 KWRNC shall take all reasonable steps to ensure that all Team Officials have the appropriate minimum qualifications.
23.2 Where minimum accreditation standards are not met, KWRNC shall encourage and support the member(s) to achieve the minimum accreditation standard.

24. DISPUTE RESOLUTION

24.1 The grievance procedure set out applies to disputes between:
- A member and another member; or
- A member and the Committee
- A member and the KWRNC Incorporated.

24.2 A member must not initiate a grievance procedure in relation to a matter that is the subject of a disciplinary procedure until the disciplinary procedure has been completed.
24.3 The parties to the dispute must meet and discuss the matter in dispute, and, if possible, resolve the dispute within 14 days after the dispute comes to the attention of all of the parties.
24.4 If the parties are unable to resolve the dispute at the meeting, or if a party fails to attend that meeting, then the parties must, within 10 days, hold a meeting in the presence of a mediator.
24.5 The mediator must be :
- A person having knowledge and expertise in relation to netball
- person chosen by agreement between the parties; or
- In the absence of agreement:

(i) In the case of a dispute between a member and another member, a person appointed by the committee of the KWRNC Incorporated; or
(ii) In the case of a dispute between a member and the Committee or the KWRNC Incorporated, a person who is a mediator appointed by such independent mediation service as is determined by the President.

24.6 A member of the KWRNC Incorporated can be a mediator.
24.7 The mediator cannot be a member who is a party to the dispute.
24.8 The parties to the dispute must, in good faith, attempt to settle the dispute by mediation.
24.9 The mediator, in conducting the mediation, must:

- Give the parties to the mediation process every opportunity to be heard; and
- Allow due consideration by all parties of any written statement submitted by any party; and
- Ensure that natural justice is accorded to the parties to the dispute throughout the mediation process.
- Allow each of the parties to have an adult representative, who is not already a party to the dispute, and who shall not be legally trained or qualified.

24.10 The mediator must not determine the dispute.

24.11 If the mediation process does not result in the dispute being resolved, the parties may seek to resolve the dispute in accordance with the Act or otherwise at law.

25. CODES OF CONDUCT

KWRNC adopts all codes of conducts from Netball Victoria for all general members, players, coaches, umpires, administrators, spectators and guardians/parents. These Codes can be viewed at https://vic.netball.com.au. Also refer to attached appendix.

25.1 Breaches to code of conduct

The league may impose fines to KWRNC for breaches to code of conducts which will be identified via the match reports completed by umpires. The league will notify KWRNC and provide feedback regarding any incident.

If a fine is received, and a warning has already been provided to individuals and/or teams involved regarding a specific breach to a code of conduct then the executive committee can request individual's and/or teams involved to help recover the financial loss by giving volunteer hours in an activity within the club that provides an income to KWRNC.

26. SPECIAL CIRCUMSTANCES/PROVISIONS CLAUSE

Where these Bylaws are silent on a particular matter, a decision can be made by the Committee that ensures the integrity of the KWRNC is always maintained. In exceptional or extenuating circumstances, the Committee may, acting reasonably, alter, vary or waive the requirements set out in these bylaws relating to the Association

27. INDEMNITY

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

28. BLACK ARM BAND POLICY

A black arm band tribute shall apply to all players and officials in all grades out of respect of the passing of a life member or a person who has significant links to the Koo Wee Rup Netball Club. Black arm bands can be called to be worn by all grades at the direction of the president. If a player or club member identifies the need for a team to wear black arm bands they shall first seek approval from the president. Should a player wish to wear a black arm band as an individual out of respect of a relative or personal friend they must have prior approval from the president. If the president is not contactable a member of the executive committee being the vice president, secretary or treasurer are authorised to approve the request.