



Venetians Netball Club (Inc.)

## POLICIES

2023

## Contents

<b>1.</b>	<b>ABOUT VENETIANS</b>	<b>4</b>
1.1.	MISSION STATEMENT	4
<b>2.</b>	<b>POLICIES REGARDING UNIFORMS, EQUIPMENT, GRADING, TRAINING AND MATCHES</b>	<b>4</b>
2.1.	UNIFORMS	4
2.2.	EQUIPMENT	4
2.3.	GRADING	5
2.4.	TRAINING	7
2.5.	MATCHES	8
<b>3.</b>	<b>POLICY REGARDING MEMBER TRANSFER AND ETHICAL CONDUCT</b>	<b>9</b>
<b>4.</b>	<b>POLICY AS TO CLUB COMMUNICATIONS</b>	<b>10</b>
4.1.	COMMUNICATION METHODS	10
4.2.	CONTACTING PARENT BODIES	10
<b>5.</b>	<b>POLICY AS TO DISCRIMINATION, HARASSMENT AND BULLYING</b>	<b>10</b>
5.1.	DISCRIMINATION DEFINITION	10
5.2.	HARASSMENT DEFINITION	10
5.3.	BULLYING DEFINITION	11
<b>6.</b>	<b>VENETIANS CODE OF CONDUCT</b>	<b>12</b>
6.1.	CODE OF CONDUCT GUIDELINES	12
6.2.	PLAYERS CODE	12
6.3.	PARENT AND SPECTATOR CODE	13
6.4.	COACHES CODE	13
<b>7.</b>	<b>POLICY AS TO EQUAL OPPORTUNITIES</b>	<b>14</b>
<b>8.</b>	<b>BREACHES IN POLICY</b>	<b>14</b>
<b>9.</b>	<b>POLICY AS TO COMPLAINT HANDLING AND GRIEVANCES</b>	<b>15</b>
<b>10.</b>	<b>POLICY AS TO PROTECTION OF CHILDREN</b>	<b>16</b>
10.1.	CHILD PROTECTION	16
10.2.	SUPERVISION	16
10.3.	TRANSPORTATION	16
10.4.	TAKING IMAGES OF CHILDREN	17
<b>11.</b>	<b>POLICY AS TO VOLUNTEERS</b>	<b>17</b>
11.1.	WORKING WITH CHILDREN CHECK (WWCC)	17
11.2.	OFFICIALS REGISTRATION	17
11.3.	MEMBER VOLUNTEER POLICY	17
<b>12.</b>	<b>POLICY AS TO COACHES, TEAM MANAGERS AND UMPIRES</b>	<b>17</b>
12.1.	COACHES	17
12.2.	TEAM MANAGERS	18

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12.3.	UMPIRES	19
<b>13.</b>	<b>POLICY AS TO PLAYER DEVELOPMENT</b>	<b>20</b>
13.1.	PLAYER DEVELOPMENT INTERNALLY	20
13.2.	PLAYER DEVELOPMENT EXTERNALLY	20
<b>14.</b>	<b>POLICY AS TO SPONSORSHIP AND FUNDRAISING</b>	<b>20</b>
14.1.	CLUB SPONSORSHIP	20
14.2.	MEMBER FUNDRAISING	20
14.3.	FUNDRAISING EVENTS	21
<b>15.</b>	<b>POLICY AS TO PHOTOGRAPHY</b>	<b>21</b>
<b>16.</b>	<b>POLICY AS TO SOCIAL MEDIA</b>	<b>21</b>
<b>17.</b>	<b>POLICY AS TO HEALTH RELATED MATTERS</b>	<b>22</b>
17.1.	GENERAL	22
17.2.	INJURIES	22
17.3.	ALCOHOL AND ILLEGAL SUBSTANCES	23
17.4.	SMOKE FREE	23
17.5.	PREGNANCY POLICY	23

# 1. ABOUT VENETIANS

## 1.1. MISSION STATEMENT

- (a) Venetians Netball Club Inc (hereinafter referred to as “Venetians”) prides itself on finding a home for all netballers from the social participant to the elite athlete.
- (b) Our Vision is to provide the opportunity for everyone to participate in the game of netball.
- (c) Our Mission is to provide equal opportunities for the community by leading effective management, support and development within the spirit of the game.
- (d) Venetians is committed to treating all members with respect, dignity and fairness. These values, along with the basic right of all netball members to participate in an environment that is enjoyable, safe and healthy is what makes our club our family.
- (e) The following policies and procedures apply to all ordinary, life and associate members of Venetians.

# 2. POLICIES REGARDING UNIFORMS, EQUIPMENT, GRADING, TRAINING AND MATCHES

## 2.1. UNIFORMS

- (a) All players are required to wear the uniform approved by Venetians. If a club uniform has been ordered but has not yet arrived players **MUST** wear a plain black skirt or shorts and a plain white t-shirt.
- (b) Venetians’ uniforms can be changed at the discretion of the Committee and approved at the Annual General Meeting.
- (c) All players are required to wear the Venetians’ training singlet, long-sleeved training top or personalised indigenous warm up top at all training sessions (NetSetGO players are exempt).
- (d) NetSetGO players must wear their Woolworths NetSetGO t-shirt or Venetians training attire at all training sessions.
- (e) The Game day dress (or game day singlet and shorts for boys) must be worn at all games. The dress should be long enough to cover the game day compression shorts.
- (f) Navy game day compression shorts or navy briefs must be worn. Compression shorts must not be seen below the hem of the dress.
- (g) Venetians’ socks (ankle or crew length) must be worn at all games.

## 2.2. EQUIPMENT

### 2.2.1 Equipment supplied to teams

- (a) Each team will be supplied a team bag with equipment required for training and games.
- (b) It is the responsibility of the team manager to keep the bag stocked by liaising with the Equipment Coordinator.
- (c) Additional equipment needs to be requested by contacting the Equipment Coordinator at least 48 hours prior to the date required.

- (d) Correct use of the equipment is the team manager and coaches' responsibility.
- (e) The manager and/or team may be liable for the cost of the stock if it is lost or damaged.
- (f) The team bag must be returned with the provided checklist by the required date at the end of each season.

#### 2.2.2 Equipment available for training

- (a) Various drill and fitness equipment are available for teams to use throughout the season.
- (b) Training equipment requests to be made to Equipment Coordinator the prior week to being required.
- (c) Correct use of the equipment is the team manager and coaches' responsibility.
- (d) The manager and/or team may be liable for the cost of the stock if it is lost or damaged.

#### 2.2.3 Equipment supplied to carnivals and events

- (a) Each team participating in a carnival will be supplied a team bag with equipment required for the event.
- (b) A marquee and tables may also be available for teams to use.

#### 2.2.4 Storage and insurance of club equipment and other stock

- (a) Storage of club equipment is to be at a secure storage facility at the Committee's discretion.
- (b) Equipment is to be insured for replacement value.

### 2.3. GRADING

#### 2.3.1 Grading Committee

- (a) The Grading Committee is comprised of the President, Player and/or Coach Development Coordinator and at least one other non-Committee member.
- (b) Graders are chosen by the Grading Committee at the beginning of the year and usually consist of experienced open players, coaches and other officials from Venetians.
- (c) The Grading Committee may decide to call on independent graders. These individuals will be sourced from other clubs or Associations to assist with the team selection process.

#### 2.3.2 Grading process guidelines for training teams

- (a) The grading process will decide the composition of teams which, where possible, have a balanced group of players of similar ability across all playing positions.
- (b) Venetians aims to ensure that the grading of players is conducted in a fair and consistent manner with the best interests of the players and Venetians in mind.
- (c) The grading process will also be influenced by the number of registered players in any particular season or age group.

- (d) Individual grading will be established by the following methods:
  - (i) Paper grading conducted prior to physical grading, having regard to previous experiences.
  - (ii) Coaches reports from previous years and observation during the preceding year by the Grading Committee.
  - (iii) Physical trial matches on grading days viewed by the club nominated graders and/or Grading Committee.
- (e) All players are required to attend all grading sessions. Any player not available to attend grading sessions for a viable reason, must notify the Grading Committee prior to the commencement of grading and will be placed in the most appropriate team by the Grading Committee according to their previous playing experience and having regard to grading sessions attended.
- (f) The following skills and attributes may be assessed, but are not limited to:
  - (i) ball handling skills;
  - (ii) footwork;
  - (iii) speed and agility;
  - (iv) attacking skills;
  - (v) defending skills (four phases of defence);
  - (vi) shooting style and accuracy;
  - (vii) fitness;
  - (viii) versatility;
  - (ix) ability to play as part of a team;
  - (x) sportsmanship, effort and attitude; and
  - (xi) commitment to the values of Venetians.
- (g) A player may be asked to play in a position that is not their preference to aid the grading process. These players will be marked as playing out of position.

#### 2.3.3 Grading process guidelines for non-training teams

- (a) Non-training teams are subject to places and the ability to make up full teams.
- (b) Non-training players are not placed into teams based on skill level, rather the availability of a place within a team.
- (c) Non-training players may be required to attend a physical grading session to determine the skill level of the entire team.

#### 2.3.4 Team selection

- (a) Venetians will select a maximum of 10 players in each team.
- (b) When placing players in teams, consideration is given to:

- (i) team members who have similar skill and ability;
  - (ii) ensuring teams will have a suitable balance of court areas, that being shooting, centre court and defence;
  - (iii) players attitude and approach to the game and their team and to training;
  - (iv) the possibility that should Venetians have insufficient registrations in an age group to form full teams, players may be placed in a higher age group, in a team of similar ability in order to place the player in a team; and
  - (v) ensuring a team will be competitive for their recommended grade.
- (c) New players to Venetians will be assessed as fairly as possible and will be placed into a team according to their known history and performance during grading.
  - (d) At the conclusion of grading, all players will be advised of when team announcements will be.
  - (e) In some circumstances, due to team numbers needs, a player may be advised by the President or Player Development Coordinator that this player may be placed in a team outside of their age group.
  - (f) The decisions made by the Grading Committee will be final.
  - (g) Any correspondence regarding either pre or post team announcements will only be accepted in writing and forwarded to the Grading Committee.

#### 2.3.5 New player placement into a team post grading

- (a) Should there be available space in teams for any age group, Venetians reserves the right to accept new members post-grading.
- (b) Venetians will review skill and compatibility levels and consider whether the new member should be placed directly into the available position, or whether an existing member should be moved up into the team with availability and the new member then fill the space provided by the existing member moving up.
- (c) For returning players, there is no guarantee of placement in the same team as the previous year.

## 2.4. TRAINING

### 2.4.1 Compulsory training sessions

- (a) Training will occur every week during the season unless notified.
- (b) All coaches are required to keep a player training attendance record. This record may be used for registration approval the following year.
- (c) Coaches are not permitted to cancel training sessions for low player numbers, attendance is still required for a modified training session or to join another team's training session.
- (d) The Coach Development Coordinator must be notified if there will be less than five players at any training session and a buddy team will be organised. The Coach Development Coordinator and team coach may consult with the President, if required.

#### 2.4.2 Absences from training

- (a) Any player absent from training will encounter a half game penalty, at a date/game of the coach's choosing and does not count towards the official season rotation.
- (b) Repeated absences without sufficient reason and notice will result in a meeting with the President.
- (c) Absences from training will be considered during the grading procedure in future seasons and may affect membership acceptance.

#### 2.4.3 Bad weather

- (a) As per the WDNA [Policies and Procedures](#), matches may be cancelled due to dangerous weather, and those cancelled matches will be classed as abandoned.
- (b) Matches will only be cancelled under the advice from WDNA due to inclement weather. If Venetians teams are not willing to play in such weather the President should be notified at least two hours prior. The match will then be handled as a forfeit and any fines incurred from WDNA will be passed on to the team.
- (c) In the event of dangerous weather, the President reserves the right to cancel all training as a club. Coaches will be notified and required to communicate the cancellation to their team.

#### 2.4.4 Collection of a minor from training

- (a) Parent(s)/Guardian(s) must collect any member aged under 18 years from within the gates of the netball courts.
- (b) To ensure member safety, players aged under 18 years will not be permitted to wait outside the gates of the netball courts or in the car park for their Parent(s)/Guardian(s).

### 2.5. MATCHES

#### 2.5.1 Court time and rotations

- (a) All players will receive equal court time throughout the season (excluding finals and absences or injuries).
- (b) Every effort will be made by coaches to ensure all players are given fair court time during the season. However, players who miss training sessions, are injured or unwell may receive less court time.
- (c) Rotations are decided by the coach with the team's best interest in mind and may need to be altered throughout the game at the discretion of the coach.
- (d) Players may sometimes only play half a game and this is at the discretion of the coach.
- (e) During finals, players may not receive equal court time but all players will be guaranteed a minimum of one quarter at the discretion of the coach.
- (f) Players playing up or filling in are not guaranteed court time and will only take the court if there are no available players from the team to play that position

#### 2.5.2 Forfeits and abandonments

- (a) No team is eligible to forfeit a match without approval from the President.



- (b) Should a match become unruly, the team manager will approach the WDNA office requesting an official and call the Game Day Liaison to attend the match immediately.
- (c) If a Venetians team or opposing team have requested to abandon a match and this request is met on mutual terms the team manager must ensure that all scores on the scorecard at that point will count.
- (d) Should the Venetians team appeal the abandonment, a WDNA official should be called for and the Game Day Liaison should be contacted immediately.

#### 2.5.3 Sourcing players

- (a) If a team requires any fill-in players, the coach or manager must source the fill-in from an appropriate team as nominated by the Player Development Coordinator at the beginning of each season. The Player Development Coordinator or President must also be notified as soon as possible.
- (b) If a suitable fill-in from a lower division or age group cannot be sourced, the coach or manager can organise a single game voucher (SGV) for an appropriate player at the cost of the team.
- (c) Venetians are bound by WDNA's playing up [policy](#), and a player must remain in the team of a higher division if they play up more than three times.
- (d) A record will be kept by the club to ensure teams do not violate this rule.

#### 2.5.4 Single Game Vouchers

- (a) If a suitable player cannot be found from within the club, a SGV can be used.
- (b) Any player not registered to play in a team at WDNA must purchase a SGV prior to taking the court. Venetians' players must abide by the SGV conditions associated with both NWA and WDNA.
- (c) The SGV cost will be covered by the team and is valid for one match if the correct procedure for sourcing fill-in players has been followed.
- (d) An individual player cannot play on more than two single game vouchers in any one season and are only permitted to play for one club.
- (e) Failure to purchase a SGV prior to the commencement of the game will be classified as playing an ineligible player as per WDNA's Policies and Procedures.

### 3. POLICY REGARDING MEMBER TRANSFER AND ETHICAL CONDUCT

- (a) All clubs affiliated with WDNA are required to adopt and comply with Ethical Standards and Practices when dealing with transfers of registered WDNA members from one club to another. Venetians are bound by WDNA penalties for poaching.
- (b) During the course of the current season, no Venetians club member, coach or other official may approach any player or coach from another club to discuss transferring or offer inducements to transfer, without the written approval of that member's registered club.
- (c) Approaches may be made to any player/coach after the conclusion of each season when every player/coach is deemed to be a free agent.

## 4. POLICY AS TO CLUB COMMUNICATIONS

### 4.1. COMMUNICATION METHODS

- (a) Venetians uses a variety of methods to communicate to members including verbal, phone, email and social media.
- (b) Members are encouraged to join all Venetians social media pages to stay informed.
- (c) Any formal notifications or processes will be notified via email.
- (d) All members of the Committee will attempt to respond to communication within 1-2 days. Urgent queries should go directly to the President via either phone or email.

### 4.2. CONTACTING PARENT BODIES

As per WDNAs [Policies and Procedures](#), only the Secretary and President are authorised to contact WDNA via phone, email or social media.

## 5. POLICY AS TO DISCRIMINATION, HARASSMENT AND BULLYING

Venetians is committed to providing an environment in which people are treated fairly and equitably and that is, as far as practicable, free from all forms of discrimination, harassment and bullying.

Venetians recognise that people may not be able to enjoy themselves or perform at their best if they are treated unfairly, discriminated against, harassed or bullied.

Venetians considers any form of discrimination, harassment or bullying a breach of the club's By-Laws and Policies and Code of Conduct.

### 5.1. DISCRIMINATION DEFINITION

- (a) Venetians considers unlawful discrimination to involve the less favourable treatment of a person on the basis of one or more of the personal characteristics protected by State or Federal anti-discrimination laws.
  - (i) Direct discrimination when a person treats, or proposes to treat, a person with a protected personal characteristic unfavourably because of that personal characteristic.
  - (ii) Indirect discrimination when a person imposes, or proposes to impose, a requirement, condition or practice that will disadvantage a person with a protected personal characteristic and that requirement, condition or practice is not reasonable.
- (b) For the purpose of determining discrimination, the offender's awareness and motive are irrelevant.

### 5.2. HARASSMENT DEFINITION

- (a) Harassment is any unwelcome conduct, verbal or physical, that intimidates, offends or humiliates another person or happens because a person has a certain personal characteristic protected by State or Federal anti-discrimination legislation.
- (b) The offensive behaviour does not have to take place a number of times, a single incident can constitute harassment.
- (c) Sexual harassment is one type of harassment. Sexual harassment involves unwelcome conduct, remarks or innuendo of a sexual nature. It covers a wide range of behaviours and can be verbal, written, visual or physical. Sexual harassment is not limited to members of the opposite sex.

- (d) Every person is covered by the anti-discrimination laws that apply in their State as well as the Federal anti-discrimination laws. The following is a list of all the personal characteristics that apply throughout Australia:
- (i) gender;
  - (ii) race, colour, descent, national or ethnic origin, nationality, ethno-religious origin, immigration;
  - (iii) national extraction or social origin;
  - (iv) marital status, relationship status, identity of spouse or domestic partner;
  - (v) pregnancy, potential pregnancy, breastfeeding;
  - (vi) family or carer responsibilities, status as a parent or carer;
  - (vii) age;
  - (viii) religion, religious beliefs or activities;
  - (ix) political beliefs or activities;
  - (x) lawful sexual activity;
  - (xi) sexual orientation and gender identity;
  - (xii) profession, trade, occupation or calling;
  - (xiii) irrelevant criminal record, spent convictions;
  - (xiv) irrelevant medical record;
  - (xv) member of association or organisation of employees or employers, industrial activity, trade union activity;
  - (xvi) physical features;
  - (xvii) disability, mental or physical impairment;
  - (xviii) defence service; and
  - (xix) personal association with someone who has, or is assumed to have, any of these personal characteristics.
- (e) Legislation also prohibits:
- (i) racial, religious, homosexual, transgender and HIV/AIDS vilification; and
  - (ii) victimisation resulting from a complaint.

### 5.3. BULLYING DEFINITION

- (a) Venetians is committed to providing an environment that is free from bullying, and views bullying in all forms as unacceptable behaviour at the club.
- (b) Bullying is characterised by repeated, unreasonable behaviour directed at a person, or group of persons, that creates a risk to health and safety.

- (c) Bullying behaviour is that which a reasonable person in the circumstances would expect to victimise, humiliate, undermine, threaten, degrade, offend or intimidate a person. Bullying behaviour can include actions of an individual or group.
- (d) The following types of behaviour, where repeated or occurring as part of a pattern of behaviour, would be considered bullying:
  - (i) verbal abuse including shouting, swearing, teasing, making belittling remarks or persistent unjustified criticism;
  - (ii) excluding or isolating a group or person;
  - (iii) spreading malicious rumours; or
  - (iv) psychological harassment such as intimidation.
- (e) Bullying includes cyber-bullying which occurs through the use of technology. New technologies and communication tools, such as smart phones and social networking websites, have greatly increased the potential for people to be bullied through unwanted and inappropriate comments.
- (f) Venetians will not tolerate abusive, discriminatory, intimidating or offensive statements being made online.
- (g) If any person believes they are being, or have been, bullied by another person or organisation bound by this policy, he or she may make a complaint.

## 6. VENETIANS CODE OF CONDUCT

### 6.1. CODE OF CONDUCT GUIDELINES

- (a) All members of Venetians including players, parents, guardians, volunteers and supporters must agree to honour the following codes of behaviour:
  - (i) Netball Australia
  - (ii) Netball Western Australia
  - (iii) Wanneroo Districts Netball Association
  - (iv) Venetians Code of Conduct
- (b) The codes apply to Members' participation in all club events and to all activities and interactions between the Venetians and Members, and between Members inter se (training, competition, and informal/formal social and other occasions) especially any time an article of Venetians uniform is being worn, and participation in any other netball programs/competitions (e.g. TACT, Metro League, WANL).
- (c) The code applies to all Members.
- (d) Any Member who breaches any of the aforementioned codes will be subject to Venetians' disciplinary procedures.

### 6.2. PLAYERS CODE

- (a) Play by the rules.
- (b) Never argue with an official. If you disagree, have your captain, coach or manager approach the official during a break or after the match.

- (c) Control your temper. Verbal abuse of Committee members, spectators, officials or other players is not acceptable or permitted in any sport.
- (d) Work equally hard for yourself and your team. Your team's performance will benefit and so will you.
- (e) Be a good sport. Applaud all good plays whether they are by your team or the opposition.
- (f) Treat all players as you would want to be treated. Do not interfere with, bully or take unfair advantage of another player.
- (g) Co-operate with your coach, manager, team-mates and opponents. Without them there would be no competition.
- (h) Training or playing under the influence of alcohol is not permitted.
- (i) Players who are ill (within reason) and or injured must notify coaches and attend training and games (this is however at the discretion of your/your child's coach).
- (j) Players must wear Venetians' training singlet to **all** training sessions.

### 6.3. PARENT AND SPECTATOR CODE

- (a) Encourage children to play by the rules.
- (b) Focus on your child's effort and development rather than the overall outcome of the game.
- (c) Any commentary should be positive in nature.
- (d) Recognise and encourage good play or efforts.
- (e) Do not publicly question an official's decision.
- (f) Respect the efforts and decisions of coaches.
- (g) Support the use of age appropriate development activities and modified rules.
- (h) Do not approach a player during the breaks or huddle unless instructed by the coach or team manager.
- (i) Refrain from coaching your child or other players during games and practices.

### 6.4. COACHES CODE

- (a) Encourage players to adhere to and respect the rules of the game.
- (b) Coaches must respect the rights, dignity and worth of every person and treat everyone equally within the context of their sport. Any commentary should be positive in nature.
- (c) Seek to maximise the participation and enjoyment of all players regardless of ability.
- (d) Display control, respect and professionalism to all involved with the sport. This includes opponents, other coaches, officials, administrators, parents and spectators. Encourage players to do the same.
- (e) Coaches should aim to achieve up to date and nationally recognised coaching qualifications.
- (f) Ensure the activities you direct or advocate are appropriate for the age, maturity, experience and ability of the individuals.

- (g) Teach players that an honest effort and competing to the best of their ability is as important as victory.
- (h) Actively discourage foul play and/or unsportsmanlike behaviour by players.

## 7. POLICY AS TO EQUAL OPPORTUNITIES

- (a) Venetians is committed to the principle that each person has the right to be treated with dignity and to make decisions unrestricted by stereotyped assumptions based on prejudice.
- (b) Venetians accepts that it has a responsibility to create an environment free from discrimination, and to ensure that the principle of merit operates unhindered by regard to irrelevant criteria.
- (c) Venetians will act to ensure that its structures are free from direct or indirect discrimination on the grounds of sex, marital status, pregnancy, race, age, sexual preference, religious beliefs, political beliefs, impairment, family responsibilities or family status and employment role.
- (d) Venetians will give special consideration to any player who may be culturally, linguistically or physically challenged and may make allowances to any Policy or Procedure as deemed necessary.

## 8. BREACHES IN POLICY

- (a) Breaches of any applicable code of conduct or any of the Policies will result in disciplinary action.
- (b) Each breach will be reviewed on a case by case basis by the sitting Committee.
- (c) On the discretion of the Committee such disciplinary measures may include:
  - (i) a request that the individual make a formal apology;
  - (ii) a written warning;
  - (iii) a two-game suspension for players;
  - (iv) a monetary fine of up to \$200 for officials and supporters;
  - (v) a suspension or cancellation of Venetians membership and withdrawal from the competition; and
  - (vi) a suspension from attending games, events or other club activities.
- (d) Such disciplinary actions are deemed on the nature and seriousness of the breach, the level of understanding of the breach, education of the action prior to the breach.
- (e) Venetians will strive to ensure that any disciplinary measures imposed will be fair, reasonable and based on the evidence.

## 9. POLICY AS TO COMPLAINT HANDLING AND GRIEVANCES

- (a) Venetians aims to provide an easy to use, confidential and trustworthy procedure for complaints. Any person may report a complaint about an event, person or persons that has breached a club policy or has acted inappropriately.
- (b) A complaint may be reported as an informal or formal complaint.
  - (i) An informal complaint can be made to a person within Venetians who holds a position on the Committee. This person will then share this complaint with the President for further action.
  - (ii) A formal complaint will be in writing and will be addressed to the President.
- (c) All complaints will be dealt with promptly, seriously, sensitively and confidentially.
- (d) Informal complaints can be sorted out by agreement between the people involved with no need for disciplinary action.
- (e) All formal complaints will receive a written response within 7 working days.
- (f) In some cases, the need for a tribunal may be required. A tribunal is set up to hear the formal complaint from all people involved including witnesses. A tribunal panel will be made up of one Life Member and two Committee members - one being the President or Vice President.
- (g) A verdict of the tribunal will be made within 3 days. An appeal to this discussion can be made up to 3 days after the verdict. An appeal will take place like a tribunal.
- (h) If the parties are unable to resolve the dispute at the complaint 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.
- (i) The mediator must be:
  - (i) a person chosen by agreement between the parties; or
  - (ii) in the absence of agreement:
    - (A) in the case of a dispute between a member and another member, a person appointed by the Committee of Venetians; and
    - (B) in the case of a dispute between a member or relevant non-member and Venetians, a person who is a mediator appointed to, or employed with, a not for profit organisation.
  - (iii) not a member who is a party to the dispute.
- (j) The parties to the dispute must, in good faith, attempt to settle the dispute by mediation.
- (k) The mediator, in conducting the mediation, must:
  - (i) give the parties to the mediation process every opportunity to be heard;
  - (ii) allow due consideration by all parties of any written statement submitted by any party; and
  - (iii) ensure that natural justice is accorded to the parties to the dispute throughout the mediation process.
- (l) The mediator must not determine the dispute.

- (m) The mediation must be confidential and without prejudice.
- (n) If the mediation process does not result in the dispute being resolved, the parties may seek to resolve the dispute in accordance with State law.

## 10. POLICY AS TO PROTECTION OF CHILDREN

### 10.1. CHILD PROTECTION

- (a) Venetians is committed to the safety and wellbeing of children and young people who participate in Venetians' activities.
- (b) All children who are members of Venetians have a right to feel and be safe. The welfare of children under our care will always be prioritised over other considerations.
- (c) Venetians exercises its duty of care to take all reasonable, necessary and appropriate steps to protect children from risk of harm when they are under the care of Venetians officials and volunteers.
- (d) Child abuse includes and is not limited to physical, sexual, emotional or psychological abuse or neglect. Child abuse can occur whenever there is actual or potential harm to a child and these are circumstances that Venetians is committed to reducing the risk of their occurrence.
- (e) Venetians ensures that the codes of conduct support those of Australian Sports Commission, Netball Australia, NWA and WDNA. All members have access to and agree to the relevant code of conduct as a requirement for their membership.
- (f) Best practice is applied when recruiting volunteers such as Committee members, coaches and managers. We require Working With Children Checks for any adult (18 years and older) who holds a position of responsibility and/or who works with children under the age of 18 years.
- (g) Volunteers are supported and supervised so that people feel valued, respected and fairly treated.
- (h) The Committee will report and respond appropriately to any complaints of suspected abuse and/or neglect using the procedure for handling allegations of child abuse as outlined in the [Netball Australia Member Protection Policy](#).

### 10.2. SUPERVISION

- (a) Children under the age of 18 must be supervised at all times.
- (b) Venetians will endeavour to provide an appropriate level of supervision at all times.
- (c) If a member finds a child under the age of 18 is unsupervised, they should assume responsibility for the child's safety until the child's parent/guardian or supervisor is located.
- (d) For reasons of courtesy and safety, parents must collect their children on time.
- (e) If it appears a member will be left alone with just one child at the end of any club activity, they will ask another member to stay until the child is collected.

### 10.3. TRANSPORTATION

- (a) Parents and or guardians are responsible for organising the transportation of their children to and from club activities.
- (b) If arrangements are made for the transportation of children, Venetians will conduct a transport risk assessment.



#### 10.4. TAKING IMAGES OF CHILDREN

- (a) Refer to the Policy as to Photography outlined in this document.

### 11. POLICY AS TO VOLUNTEERS

#### 11.1. WORKING WITH CHILDREN CHECK (WWCC)

- (a) In accordance with the Government of Western Australia, volunteers who are involved or come in contact with children require a WWCC.
- (b) Venetians require all Committee members, coaches, assistant coaches and umpires (over the age of 18) who do not have a child in the club under the age of 18, to have a WWCC to ensure the safety of our members.
- (c) WWCC exempts those who have a child under the age of 18 playing in the club. Venetians requires these members to obtain a National Police Certificate or Volunteer National Police Certificate.

#### 11.2. OFFICIALS REGISTRATION

- (a) Non-players who volunteer in certain roles within the club will be called Officials. These roles include (but are not limited to) coach, team manager, umpire, Committee member and Game Day Liaison.
- (b) Non-playing officials are required to register via PlayHQ.

#### 11.3. MEMBER VOLUNTEER POLICY

- (a) All members who are 15 years and older are required to give back to Venetians by volunteering their time to perform club duties at least once during the current season.
- (b) Venetians will inform members of the variety of opportunities for players to give back throughout the year.

### 12. POLICY AS TO COACHES, TEAM MANAGERS AND UMPIRES

#### 12.1. COACHES

##### 12.1.1 Applications

- (a) Applications for coaching roles (including head coach, assistant coach and apprentice coach) are accepted from Venetians' members during the registration period.
- (b) All applications will be reviewed by the Coach Development Coordinator and/or President for suitability.
- (c) Applicants may be contacted during the review process for clarification.

##### 12.1.2 Selections

- (a) Final selections of coaches will be made by the Coach Development Coordinator and President and will be ratified by the Committee.
- (b) Coach allocation is based on coaching accreditation, previous experience and availability for training and games.

- (c) A parent is not permitted to be the head coach of a team in which their child participates in the junior (11&U and older) and open age groups.
- (d) Parents may be permitted to coach a NetSetGo team in which their child participates.
- (e) In the event of insufficient coaches Venetians reserves the right to limit the number of players accepted.
- (f) Preference will be given to players who are financial and have fulfilled their duties in the previous playing season.
- (g) Any players turned away from Venetians due to lack of team coaches will be presented with a full refund.

### 12.1.3 Development

- (a) All coaches are required to achieve their Foundation level as outlined in the [WDNA Policies and Procedures](#).
- (b) Venetians will provide sufficient hands-on learning for new coaches prior to the commencement of the winter season.
- (c) Coaches are encouraged to further their accreditation and complete their Development, Intermediate and Advanced accreditations as they gain experience as a coach.
- (d) The Coach Development Coordinator will determine which coaches go on to complete the various levels of accreditation. Where appropriate, coaches can be fast tracked through courses to complete more than one in a year.
- (e) Coaches are encouraged to attend additional workshops and specialised sessions held by WDNA, NWA or other netball organisations.
- (f) Coaches will receive mentoring throughout the season by senior coaches of the club. This process involves analysis of planned session, viewing training sessions and attending games.
- (g) Coaches are encouraged to coach in programs offered by NWA and WDNA, such as Metro League, Association Championships and School Holiday Clinics.
- (h) Dependant on the funds available each year, Venetians may pay for coach accreditations, courses and skills sessions.
- (i) If the club has paid for development, and the coach has withdrawn less than 24 hours prior to the course and/or does not attend the course, then they will be invoiced for the total cost of the course or workshop and be considered as a non-financial member until paid.

## 12.2. TEAM MANAGERS

- (a) Team managers will be selected or co-opted by the team coach in consultation with the team players.
- (b) Full team manager's duties will be as per their Duty Statement.

## 12.3. UMPIRES

### 12.3.1 Application

- (a) Application to umpire for Venetians shall be invited at registration and leading up to the commencement of the season from all Venetians members.
- (b) Umpires may apply to umpire with any level of prior experience. Umpires with no prior umpire experience will be selected upon their competency to umpire and their readiness to undertake umpire development workshops.
- (c) Umpires are also encouraged to apply to WDNA to join their umpiring roster.

### 12.3.2 Selection

- (a) Umpires from Venetians may only be allocated to teams where WDNA umpires are not already allocated.
- (b) If Venetians are required to supply any umpires, then umpires will be selected based on the assessment of umpire performance and development.
- (c) Umpires for club opportunities shall be co-ordinated by the Umpires Coordinator.
- (d) Failure to front for a rostered game without a legitimate reason will result in said umpire being suspended from the umpire roster until a meeting is held with the Umpires Coordinator.

### 12.3.3 Uniform

- (a) All Umpires are required to wear umpires' uniform when allocated to umpire by the Umpires Coordinator. The uniform which consists of a white shirt, and a white skirt. A black skirt, shorts or pants can be worn but it is not preferable.
- (b) Umpires are not permitted to wear a white shirt over the top of a playing uniform as per WDNA's [Policies and Procedures](#).
- (c) If an umpire is umpiring as a part of the WDNA umpiring program then they may be required to wear a plain white shirt, or as directed by WDNA.
- (d) Failing to wear the umpire uniform may result in a financial fine deemed appropriate by the Umpires Coordinator at Venetians Netball Club or the AUDO at WDNA.

### 12.3.4 Payment

- (a) Umpires will be paid as per their badge level each game at the discretion of WDNA.
- (b) Where WDNA does not allocate umpires to appropriate games, Venetians will distribute payment in a timely manner which will be discussed before the commencement of rostered game.
- (c) Payment will be made either via bank transfer or cash payment, at the discretion and coordination of the Umpires Coordinator and the Treasurer.

### 12.3.5 Development

- (a) Opportunities for development will be communicated by the Umpires Coordinator throughout the season.

- (b) Opportunities may include but are not limited to WDNA training programs, information workshops and practical experience including scratch matches that might occur outside of game days.
- (c) Dependant on the level of Sponsorship funds available each year, Venetians may pay for umpiring accreditations, courses and skills sessions.
- (d) If the club has paid for development, and the umpire has withdrawn less than 24 hours prior to the course and/or does not attend the course, then they will be invoiced for the total cost of the course or workshop and be considered as a non-financial member until paid.

## 13. POLICY AS TO PLAYER DEVELOPMENT

### 13.1. PLAYER DEVELOPMENT INTERNALLY

- (a) Players will receive development within their teams throughout the season under the guidance of their coaches.
- (b) Outside of weekly training sessions, additional skills sessions may be organised in the pre-season, off-season or during a break in the fixture, using coaches with Advanced accreditation from within the club or Elite and High Performance coaches from within the wider netball community.
- (c) The Player Development Coordinator determines which skills will be focused on and the frequency of the skills sessions each year.
- (d) If the players development budget allows, Venetians may participate in other netball programs such as “Adopt A Warrior” offered to a selection of NetSetGo, 11&U or 12&U teams.

### 13.2. PLAYER DEVELOPMENT EXTERNALLY

- (a) Players may be eligible to receive further development from programs run by WDNA, NWA and Netball Australia.
- (b) Members of Venetians are also encouraged to trial for programs offered by the WDNA and NWA.
- (c) If the players development budget allows, players may be able to have the cost of the trial fees covered by Venetians.

## 14. POLICY AS TO SPONSORSHIP AND FUNDRAISING

### 14.1. CLUB SPONSORSHIP

- (a) Venetians will aim to source sponsorship each calendar year to support various club programs or purchases.
- (b) Sponsors are to enter into a 3-year contract with Venetians, and the sponsors representative will become an Associate Member of the club.

### 14.2. MEMBER FUNDRAISING

- (a) Each member is required to pay a fundraising levy of a nominated amount or participate in a nominated fundraising activity to raise funds for the club.
- (b) Each year there may also be different fundraising events that members will be asked to voluntarily contribute to.

### 14.3. FUNDRAISING EVENTS

- (a) Venetians will endeavour to hold one Junior and one Open social event each year. The events are not compulsory, but Members are encouraged to attend.

## 15. POLICY AS TO PHOTOGRAPHY

- (a) Venetians acknowledges that images of people, especially children can be used inappropriately, and that permission from legal adults and guardians is required before taking any photography of children.
- (b) By registering with Venetians, members agree (unless stated otherwise) to their photos being displayed on Venetians promotional material and digital media.
- (c) Any game day photography needs prior approval from the office of WDNA, and all members and spectators are to abide by WDNA and NWA photography policies.
- (d) Individuals wishing to take their own photographs should check the scorecard prior to doing so and ensure there is no red sticker. The presence of a red sticker indicates there is a player(s) that do not consent to having their photo taken.
- (e) When using a photo of a member in a public forum, Venetians will protect member privacy and not disclose any personal details such as full name, residential address, email address or telephone number.
- (f) Venetians will only use images of children that are relevant to our club's activities and will ensure that they are suitably clothed in a manner that promotes the club.

## 16. POLICY AS TO SOCIAL MEDIA

- (a) Venetians embraces the use of new technology and communication methods.
- (b) Venetians expects that all Members and supporters to conduct themselves appropriately when using electronic communication to share information on social media with other members or post material on public websites or social media platforms connected to Venetians. This includes websites and/or social media platforms of our parent bodies.
- (c) Any digital media post:
  - (i) must not offend, intimidate, humiliate or bully another Venetians member and/or any member of another club or parent body officials;
  - (ii) must not be misleading, false or injure the reputation of Venetians member and/or any member of another club or parent body officials;
  - (iii) should respect and maintain the privacy of members and officials;
  - (iv) must not bring the club or WDNA or the game of netball into disrepute; and
  - (v) should, where relevant, promote netball in a positive way.
- (d) All members bound by this policy should not post, send, forward or use any inappropriate information or material in any form of social media including but not limited to material which is:

- (i) intended to (or could possibly) cause insult or offence to, or intimidation or humiliation of Netball Australia, Member Organisations, Affiliates, sponsors, their staff and volunteers, Members and other netball participants;
  - (ii) defamatory of or could adversely affect the image, reputation or viability of Netball Australia, Member Organisations, Affiliates, sponsors, their staff and volunteers, Members and other netball participants; and
  - (iii) contains any form of confidential information relating to Netball Australia, Member Organisations, Affiliates, sponsors, their staff and volunteers, Members and other netball participants.
- (e) Prohibited communications include; postings that may be considered discriminatory, bullying, defamatory, derogatory or of a harassing nature, spam or junk type postings, profanity or pornography.
- (f) If any member becomes aware of any negative comment made about Venetians or any other club or parent body, its brand, products and services on any social media they will not respond directly but inform the President as soon as possible. Confidentiality will always be maintained.

## 17. POLICY AS TO HEALTH RELATED MATTERS

### 17.1. GENERAL

Venetians Netball Club abides by the NWA Health Guidelines, which is available to view here: <http://wa.netball.com.au/wp-content/uploads/sites/6/2013/09/Netball-WA-Health-Guidelines-for-2014-4.pdf>

### 17.2. INJURIES

#### 17.2.1 Injury management

- (a) Venetians will have no less than 2 Senior First Aid trained Committee members or coaches present during training, clinics or club events.
- (b) Venetians first aid responders will follow injury management procedures as per the Senior First Aid or Sports Training guidelines.
- (c) Venetians follows [Netball Australia's Concussion Policy](#) to guide the response and treatment of concussion.

#### 17.2.2 Injury records

- (a) For any injury occurring at a Venetians training session, an incident report form must be completed.
- (b) If an injury/accident occurs during a game, an Incident Report Form must be completed by the onsite First Aid clinic and handed into the Match Office as soon as possible. A copy is to be requested and passed on to the Venetians President.
- (c) A copy of the scorecard showing player involvement is required for any claim. A doctor's referral may be required prior to any physiotherapy treatment for insurance purposes.
- (d) Ambulance transport is the players/parent's responsibility and any costs are to be met by the player/parent and not Venetians.

### 17.2.3 Insurance

- (a) Fees paid to NWA include insurance cover for players, coaches, umpires and officials from non-Medicare expenses incurred as a result of an injury received during a game or training sessions at WDNA and affiliated associations.
- (b) All injured players must abide by the Players Injury and Insurance Policy.
- (c) It is not the responsibility of the club, coach or manager to claim insurance for a player's injury.
- (d) For further details, please contact the Insurance Broker for NWA through the NWA website - [www.willisnetball.com](http://www.willisnetball.com)

### 17.2.4 Return to play

- (a) Please note that no coach is permitted to play an injured player until a clearance has been given to the club.
- (b) Clearance is required in the form of written advice from a medical professional.
- (c) Clearance must be handed to the coach and a copy passed onto the Player Development Coordinator.

## 17.3. ALCOHOL AND ILLEGAL SUBSTANCES

- (a) No alcohol is permitted within the WDNA Netball Complex, except for the clubrooms when an Occasional Liquor License has been obtained.
- (b) No person may participate in any activity or act in any official capacity or in any competition conducted at the WDNA courts whilst under the influence of alcohol or any mind-altering substance, whether it be a legal or illegal substance.
- (c) On suspicion or allegation, the person will be asked to attend a meeting with the President to discuss. Refer to: <https://netball.com.au/integrity-framework-policies>

## 17.4. SMOKE FREE

- (a) Venetians recognises that exposure of non-smokers to tobacco smoke (passive smoking) is hazardous to health and that non-smokers should be protected. A Smoke Free policy also aligns with our objectives to create a safe, healthy family and community friendly environment.
- (b) The grounds of the WDNA Netball Complex are Smoke Free. Venetians also strongly encourages no smoking at a Venetian's function or event.

## 17.5. PREGNANCY POLICY

Venetians follows the [Sports Medicine Australia Guidelines "Participation of the pregnant athlete in collision and contact sports"](#). Venetians encourages members to seek medical consultation prior to participation while pregnant.