

HILLS DISTRICT NETBALL ASSOCIATION



BY-LAWS

updated 18/11/2023

**HILLS DISTRICT NETBALL ASSOCIATION INCORPORATED
BY-LAWS 2024**

1.	ALTERATIONS TO BY-LAWS.....	3
2.	UNFINANCIAL CLUBS.....	3
3.	REGISTRATION.....	3
4.	INDIVIDUAL REGISTRATIONS.....	4
5.	AGE GROUPS	5
6.	PLAYING UNIFORM	5
7.	GRADING.....	6
8.	PLAYING REGULATIONS.....	7
9.	COMPETITION AND FIXTURES	9
10.	COMMENCEMENT OF COMPETITION MATCHES.....	10
11.	SCORE SHEETS.....	10
12.	SCORING.....	10
13.	FORFEITS & WITHDRAWALS	10
14.	MATCH POINTS	11
15.	SEMI FINALS, FINALS AND GRAND FINALS	12
16.	DISPUTES.....	13
17.	UMPIRES	13
18.	REPRESENTATIVE TEAMS - State Titles, Metro League, Summer Series and Masters.....	14
19.	NIGHT COMPETITIONS	18
20.	CARNIVALS.....	19
21.	WET WEATHER.....	20
22.	BALLS.....	20
23.	OFFICIALS.....	20
24.	FIRST AID	21
25.	LITTER	21
26.	HILLS ACHIEVEMENT AWARD.....	21
27.	DUTY.....	21
28.	INDOOR NETBALL COURT.....	21
29.	CODE OF CONDUCT	22
30.	MEMBER PROTECTION POLICY	22

HILLS DISTRICT NETBALL ASSOCIATION INCORPORATED
BY-LAWS 2024

OFFICIAL BY-LAWS, LOCAL RULES AND STANDING ORDERS

1. ALTERATIONS TO BY-LAWS

- (a) No alteration will be made to the By-laws pertaining to players and playing regulations after the Council meeting prior to the commencement of each season.
- (b) No By-Law altered or adopted by Council shall be retroactive.

2. UNFINANCIAL CLUBS

Member Clubs that have not paid all monies due to the Association by 31 August, in each year, shall be considered unfinancial and shall be ineligible for registration until monies due are paid.

3. REGISTRATION

- (a) Team registrations shall close on a date fixed by Council each year. Registrations must be submitted by the Club Secretary or Registrar, in the format as specified by HDNA each year, and must be accompanied by the full individual registration fee plus any levies as approved by Council.
- (b) All Team Lists are to be completed with registered players' names listed alphabetically by last name and returned to the relevant Registrar on Registration Night. No names other than players registered on the registration night may be added to the Team Lists except by the relevant HDNA Registrar.
- (c)
 - (i) Any player registered with a team and having withdrawn due to extenuating circumstances, without having played any games with the team or any other team shall upon written notification by the Club Secretary, be deregistered.
 - (ii) A player falling pregnant during the season or a player who suffers a season ending injury may be deregistered on the presentation of a medical certificate. If the player has played any games, then they are not eligible for a refund. Such deregistrations will not count in the original two deregistrations allowed in the team.
- (d) Two (2) only players may be deregistered from any one team in all competitions conducted by the Association providing that a minimum of 7 players remain.
- (e) A player having to deregister before the commencement of the season due to unforeseen circumstances, shall be allowed to re-register with her Club in the same team and grade or a higher grade.
- (f) All teams must have an adult Manager. Contact details for the nominated manager (16 years and over) must be provided on the signature card no later than Registration Night. In Junior teams the manager must score the game, sign the official scoresheet, and chaperone the team members. When this is not possible a substitute adult should act on their behalf.
- (g) No team will be permitted to register less than seven (7) and no more than twelve (12) players, including a maximum of two (2) reserve players. Reserve players are not permitted to play more than two competition games and are not eligible to play in the finals series unless upgraded to full player status and have competed in three (3) games for their Club - See *Clause 3 (h) (iv)*.
- (h)
 - (i) Late registrations for the first day of play will be accepted in the format and at a time to be specified by HDNA each year. Such registrations are to be approved by the Registrar for the relevant grades.
 - (ii) Any player registered during the first half of the season (as defined by the HDNA annual calendar) will be charged a full individual player fee as approved by Council.
 - (iii) Any player registering after the first half of the season (as defined by the HDNA annual calendar) will be charged the Half Season Registration Fee as approved by Council.

HILLS DISTRICT NETBALL ASSOCIATION INCORPORATED
BY-LAWS 2024

- (iv) Teams registered as Juniors will be charged junior fee rates at time of registration and will not be charged senior fees if upgraded into Senior grades by the HDNA Grading Committees. All subsequent Late Registrations in that team will then be classified as senior fees. However, if a junior team requests a Senior grade at time of registration, a senior fee will apply.
- (i) Any team withdrawing from the competition after registration shall forfeit their registration fee and may incur a fine of up to \$500 at the discretion of the Executive Committee.
- (j) Non-Playing Members Registration is to be submitted by the Club, in the format as specified by HDNA, and must be accompanied by the full individual registration fee plus any levies as approved by Council.
- (k) After registration to HDNA, including late registrations during the competition, and provided no fees have been remitted to Netball NSW for membership registrations, insurance premiums and any other applicable Members' fees, consideration will be given to refund of registration fees where circumstances warrant. However, no transfer of fees will be permitted.
- (l) Junior Clubs (i.e. 11, 12, 13, 14 and 15 years) will only be permitted a maximum of 4 Representative and Squad players to be registered in any one Club Team. Extenuating circumstances to be considered if more than 4 players were registered in the same club team in the previous year.

4. INDIVIDUAL REGISTRATIONS

- (a) New players may be registered by a Club at any time during the season, provided such registration is made prior to participation in a competition match, and is made in the format specified by HDNA, to the relevant HDNA Registrar or whomsoever may be delegated from time to time by the Executive. Such Registrations must be approved by the Registrar for the relevant grade requested and is deemed accepted when approved by the Registrar. Late registrations will be accepted up to 5pm on the day prior to play.
- (b) No player may transfer or deregister with intent to transfer to another club until the following season unless:
 - (i) Transfer requests are submitted up to and including Registration Night to the HDNA Executive for their approval.
 - (ii) Both clubs signify in writing their agreement to transfer.
 - (iii) Transfer is approved by majority of Executive Committee and subsequently ratified by Council.

Once a player is registered with the Association, her registration fee cannot be transferred to another player.

- (c) It is the responsibility of the Clubs to confirm the birth dates for their players. HDNA reserves the right to request a Club to produce evidence of birth date for any player. If requested, then Clubs must produce a Birth Certificate, extract thereof, eligible photocopy certified by a Justice of the Peace or Passport for sighting by the relevant Registrar or their Assistant. The specified documents are to be produced no later than two (2) weeks from the date the request is made.

Failure to comply with above will prevent the player taking any further part in a competition until the Specified Document is produced. Extenuating circumstances will be considered by the Junior Registrar.

- (d) A junior player is permitted to register with two teams for the Winter Competition. One team must be in the Junior Competition and the other in the Senior Competition (either Cadet or Senior grade team). The two teams may be from different clubs. Junior players registered in two teams can only be borrowed by the club that their team is registered for in that particular

HILLS DISTRICT NETBALL ASSOCIATION INCORPORATED
BY-LAWS 2024

competition. Exceptions to this rule are the 12s and 13s HDNA Club Team players who can play in two Junior Competition grades.

5. AGE GROUPS

(a) The Competition is conducted in the following Age Groups:

6 years
7 years
8 years
9 years
10 years
11 years
12 years
13 years
14 years
15 years
CADETS
SENIORS (including HDNA teams)

(b) A player's age on 31 December in the year of play will determine their age group.

(c) The age of the eldest junior player in each team will determine the lowest grade in which that team will compete.

(d) CADET grades are for players turning 19 years and under on or before the 31st December in the year of play. Players younger than 16 years are allowed to register into a Cadet Team. HDNA Club teams (14s and 15s) may be graded into Cadet grades at the discretion of the grading committee.

(e) Should insufficient entries be received in any age group, this division may be deleted for that year. Teams applying for such divisions will be accommodated in another division where possible.

FAILURE TO COMPLY WITH BY-LAWS 3, 4 OR 5 (OR ANY PART THEREOF) MAY INCUR THE LOSS OF TWO COMPETITION POINTS FROM THE TOTAL POINT SCORE AND NO GOALS WILL BE RECORDED FOR THE OFFENDING TEAM FOR THE MATCH CONCERNED OR A FINE OF \$100 PER INFRINGEMENT.

6. PLAYING UNIFORM

(a) Clubs

(i) Clubs, upon affiliation with the Association, shall register the uniform to be worn by their teams; such uniforms must have the approval of Council and conform to Netball NSW uniform regulations.

(ii) Players may wear shorts, skivvies and leggings provided the Club registers this as part of the uniform.

(b) Players

(i) No player will be permitted to compete in any Association fixture unless wearing the complete registered uniform of the Club. *Extenuating circumstances will be considered upon prior application to the HDNA Executive.*

(ii) It is the responsibility of the Club officials to ensure their players are correctly dressed.

HILLS DISTRICT NETBALL ASSOCIATION INCORPORATED
BY-LAWS 2024

- (iii) Additions to the registered uniform of a club will need to be approved by the HDNA Executive.
- (c) Umpires

(See Umpires By-Law 17, pertaining to Umpires Uniform)

 - (i) White is to be worn by all umpires.
 - (ii) Club approved uniform is also permitted to be worn.
- (d) Executive
 - (i) The official uniform of the Executive shall be that which is approved by the Association.

The uniform remains the property of the Association
 - (ii) The Executive uniform will be worn by the Executive Committee when representing the Association at official functions.
 - (iii) Executive committee members on duty at Association Competitions shall distinguish themselves by wearing the brown and gold of the Association. At semi-finals, finals and grand-finals the official Executive Uniform shall be worn.
- (e) Representative Teams
 - (i) The official uniform for Junior and Senior players shall consist of:
 - (a) Association approved uniform
 - (b) Association tracksuit
 - (c) Association Gear Bag.
 - (ii) Managers and Coaches shall have the following items as official uniform:-
 - (a) Association approved uniform
 - (b) Association tracksuit
 - (c) Association Gear Bag.

7. GRADING

- (a) There shall be two separate Grading Committees - one Senior Grading Committee and one Junior Grading Committee (up to 15 years). The Chairperson of each committee shall be the relevant Registrar. Grading is to be commenced and finished at the discretion of each individual committee by a majority vote.
- (b) Cadets are to be graded at the discretion of the Senior Grading Committee and in consultation with the Junior Registrar from the previous season with an Assistant nominated by them at a time and date to be decided by the persons concerned.
- (c) Each Committee shall consist of a minimum of three members and a maximum of six members, excluding the Chairperson. Clubs may nominate two members, one (1) for the Junior Grading Committee and one (1) for the Senior Grading Committee.

HILLS DISTRICT NETBALL ASSOCIATION INCORPORATED
BY-LAWS 2024

- (d) The appropriate Registrar of the previous season is to be a consultative member of the appropriate Grading Committee.
- (e) The Assistant Senior Registrar and one of the Assistant Junior Registrars can be a consultative member of the appropriate Grading Committee with voting rights.
- (f) No alteration to Grades will be permitted after Grading, except on the recommendation of the Junior or Senior Grading Committee in conjunction with the HDNA Executive.
- (g) If grading days are deemed necessary by the Grading Committee, the following will apply: -
 - (i) Players will be required to sign a score sheet.
 - (ii) Only players registered to that team to play in grading teams.
 - (iii) NO ALTERATION TO A TEAM WILL BE PERMITTED AFTER GRADING.
- (h) The Grading Committee has the power to place teams in Divisions and Grades considered warranted by such Committee, without any contact with Club personnel whatsoever. However, if two teams from one Club are placed in the same division or grade by the Grading Committee, the Club is to be given the opportunity to parallel such teams and inform the appropriate Registrar within fourteen (14) days.
- (i) After completion of the grading by the Grading Committee the grading results are to be published on the HDNA website.

8. PLAYING REGULATIONS

- (a) Players must be registered a registered participant with Netball NSW.
- (b) The scoresheet must be completed by all players, including borrowed players, in the format specified by HDNA prior to taking the court. Only players registered in the team and those being borrowed in accordance with By-Law 8 may complete the relevant scoresheet.
- (c) Any Junior Representative Team or Squad that participates in the Senior Competition will be allowed to take part in the Final Series.
- (d) A player may play in the:
 - a. NetSetGo competition- see By-Law 8(k)
 - b. Junior Competition:
 - i. providing the player is fifteen (15) years of age or under on or before the 31st of December in the year of play.
 - ii. by being borrowed by a team in a higher division and/or age than their registered team
 - c. Cadet Competition:
 - i. if borrowed by a Cadet team in a higher grade than their registered Cadet team and providing the Player is nineteen (19) years of age or under on or before the 31st of December in the year of play.
 - ii. if borrowed from a Junior team.
 - iii. if being borrowed from a lower graded Senior team, providing the Player is aged nineteen (19) years of age or under on or before the 31st of December in the year of play.
 - d. Senior Competition:
 - i. if being borrowed by a Senior team in a higher grade than their graded Senior or Cadet team

HILLS DISTRICT NETBALL ASSOCIATION INCORPORATED
BY-LAWS 2024

- (e) (i) A player may play in a maximum of three (3) HDNA competition games on the same day; with the exceptions of:
- a. 14 and 15 year HDNA Club players who are playing as a team in the Senior competition and with another Club in the Junior competition. These players can only play in the two teams they are registered with, and cannot be borrowed (this includes Semi Finals, Finals and Grand Final).
 - b. 12 and 13 year HDNA Club members who are playing as a team in the Junior competition and with another Club in the Junior competition. These players can only play in the two teams they are registered with and cannot be borrowed (this includes Semi Finals, Finals and Grand Finals).
 - c. NetSetGo players who may play in either (or both):
 - (i) Friday night in another NetSetGo Team in the same Grade (if their Club has another NetSetGo Team in the same Grade), or in a higher Grade, or
 - (ii) Saturday morning, in a Junior Grade – see *Playing Regulations 8(k)(vii)*.
- (ii) If a player is borrowed for six (6) games in a higher grade or division, that player becomes ineligible to play again for their registered team and shall be considered a member of one of the higher graded teams for which they were borrowed.
- (f) (i) No player shall play:
- a. in another team, when an original team member is available. A borrowed player may not be used as a replacement player for injury or illness if there is another original team member available to play. A player who has been replaced during the game due to injury or illness may return to the court if they have recovered sufficiently and must replace any borrowed player on court. Clubs will be required to police this By-Law in the senior competition.
 - b. in the same grade or division when the Club is fielding more than one team in any one grade and division, except for NetSetGo Team Players – See *Playing Regulations 8(k)(vii)*
 - c. in a lower grade to that in which they are registered, with the exception of the 14 and 15 years HDNA Club players, who:
 - i. are registered as a team in the Senior competition and with another Club in the Junior competition, and
 - ii. who may only play in their registered teams.
- Note:** Borrowing within the HDNA Club teams may be permitted in extenuating circumstances, however, no player will be permitted to play more than three (3) games in one day.
- (g) A maximum of three (3) players only may be borrowed from any lower age division or grade.
NOTE: For NetSetGo – See *8. Playing Regulations (k)(vii)*.
- (h) A minimum of 5 players is required for a team to take the court and a competition game to commence. This must consist of a minimum of 3 original team members.
- (i) A player once having signed the scoresheet for one team and grade, and the match commences and is then called off due to inclement weather prior to half time, that player may participate as a borrowed player for a higher graded team for that day.
- (j) In the event of cancellation of games due to inclement weather, and at the discretion of the Executive, teams may be called upon to take part in more than one competition game per day and/or night.

The format of both games will be determined by the Executive.

THE PENALTY THAT APPLIES TO A TEAM THAT FAILS TO COMPLY WITH BY LAW 8 IS THE LOSS OF TWO COMPETITION POINTS (TO BE DEDUCTED FROM THE TOTAL

HILLS DISTRICT NETBALL ASSOCIATION INCORPORATED
BY-LAWS 2024

POINT SCORE) AND NO GOALS TO BE RECORDED FOR THE MATCH CONCERNED WITH THE EXCEPTION OF CLAUSE 6(a) WHERE PLAYERS MAY BE REMOVED FROM THE COURT.

(k) NetSetGo Rules

All 6, 7, 8 and 9 year old teams in the Association shall play to the NetSetGo Rules as adopted by Netball NSW Limited, with the exception of 9 year old Teams graded into the Junior competition by the Junior Grading Committee.

- (i) Size 4 netball to be used.
- (ii) A team, of up to 12 players may consist of any combination of players aged 9 years or below.
- (iii) Four quarters will be played where players may interchange players at quarter, half or three-quarter time intervals. Each player must play at least two quarters in accordance with the HDNA NetSetGo guidelines.
- (iv) Umpires are to:
 - i. use simple language and to explain decisions.
 - ii. adopt an encouraging and pleasant manner to ensure an open and free-flowing game – particularly in the setting up of penalties and throw-ins.
 - iii. have a full understanding of competition rules and the exceptions for NetSetGo players, including the HDNA NetSetGo guidelines for the progressive introduction of rules.
- (v) Each registered player in the competition will receive a medallion at the end of the competition.
- (vi) Any games abandoned due to wet weather may be played at the end of the competition at the discretion of the Executive.
- (vii) Notwithstanding Clause 8(e) NetSetGo player/s may be borrowed in the same grade and division providing the Club is fielding more than one team in that same grade and division, and may be borrowed in one (1) additional game.

NETSETGO PLAYERS FAILING TO COMPLY WITH BY-LAW 8(k) MAY BE INELIGIBLE TO PLAY FOR A PERIOD OF UP TO TWO GAMES, AT THE DISCRETION OF THE JUNIOR REGISTRAR.

9. COMPETITION AND FIXTURES

- (a) Competition matches between registered teams shall be controlled by Council and shall be played in accordance with such regulations as laid down by the Association.
- (b) Competition matches shall consist of at least two rounds plus all Finals, or as Council may otherwise decide.
- (c) All competition matches for all rounds of the Winter competition will be played on Fridays, Saturdays or Sundays if required according to Fixtures drawn up and printed by Executive Committee, with the exception of additional games for 3 rounder competitions which may be played mid week if necessary.
- (d) Should more than two rounds be lost due to wet weather in any timeslot, these rounds may be rescheduled in a format to be decided by the Executive.

HILLS DISTRICT NETBALL ASSOCIATION INCORPORATED
BY-LAWS 2024

10. COMMENCEMENT OF COMPETITION MATCHES

- (a) All teams go on and off with the bell. The Umpire has full control of the game and on the sound of the bell will immediately blow their whistle to indicate the start and cessation of the game.
- (b) Play must commence at the time set down. If either side has not FIVE (5) players present, a stay of five minutes will be allowed. If one team is still offending after the five minutes' grace, then a forfeit will be declared in favour of the non offending team. A \$100 fine shall be imposed on the offending Club.
- (c) If, neither team has arrived at the end of five minutes, the game shall be abandoned and no points shall be awarded to either side. A \$100 fine shall be imposed on both offending Clubs.
- (d) All matches must finish on time so as to enable the next game to start, even if through starting late, or injury occurring, the match does not run to full time.

11. SCORE SHEETS

- (a) The scoresheet must be completed by all players, including borrowed players, in the format specified by HDNA prior to taking the court. If less than five (5) players have signed on the forfeit rule shall apply – *Refer By-Law 13. Forfeits and Withdrawals (b) (i)*.
- (b) The official scoresheet, once it has been duly signed and completed, shall be deemed to be the official result of the game.
- (c)
 - (i) At the completion of each game, if the scoresheet is considered to be correct, the scorers from both teams must sign.
 - (i) If, however, either scorer considers the scoresheet incorrect
 - *During the game:* Immediately advise Officials at Central Control
 - *Following the game:* It is the responsibility of the scorer to make a notation on the back of the sheet, giving full reasons, and to sign it. It is then required that a letter pertaining to the incident be forwarded to HDNA Secretary from Club/s Secretary within seven (7) days of the incident so that any action may be taken by the HDNA Executive or Appropriate Disputes Committee. This action shall be regarded as final.
- (d) When borrowing a player from a lower age/division, their registered age/division must be noted on the score sheet beside their name.

12. SCORING

- (a) Each team must supply a responsible scorer over the age of 16 for their match.
- (b) Teams failing to supply a scorer or sign the score sheet must accept without challenge the scoresheet as submitted by the opposing team.
- (c) Scorers should stand together near the centre of the court and JOINTLY carry out the responsibility of scoring.

13. FORFEITS & WITHDRAWALS

- (a) Any team forfeiting three (3) matches shall be withdrawn from the competition, unless special permission for such forfeits has been granted by the HDNA Executive.
- (b)
 - (i) Should a team be unable to compete in a competition match, they shall notify the appropriate Association Registrar, Association Umpires Convenor (or the member of the Umpires Committee delegated from time to time) and then the opposing team, not later than 7pm, preceding the day of play. Should this notification not be given, a \$100 fine shall be imposed on the Club. Extenuating circumstances are to be considered.

HILLS DISTRICT NETBALL ASSOCIATION INCORPORATED
BY-LAWS 2024

- (ii) Teams commencing a match and then forfeiting that game due to insufficient players resulting from an injury in that game will not be fined. However, the scoresheet, fully signed, must be returned to Control by the offending team. The result will be determined by the relevant registrar after taking all circumstances into consideration.
- (c) (i) All players in a team who receives a win by forfeit will be considered as having played in the forfeited game. When calculating a goal average a forfeited game will count as a game played for the forfeiting team, but not count as a game played for a team receiving a forfeit.
- (ii) A team receiving a win by forfeit at their scheduled game, shall have the completed and signed scoresheet returned to the official at the court. Players involved in a forfeit of this nature and having signed the scoresheet shall be considered as having played in a competition match.
- (d) If a game is forfeited and subsequently abandoned due to wet weather the forfeit will stand if the wet weather games are played.
- (e) In the event of wet weather, if a team chooses to forfeit a game after the Executive Committee has made a decision to continue play, they will not be fined.
- (f) Teams who forfeit games during and towards the end of the season (generally considered to be the last three rounds of the competition) and including Semi Finals, Finals and Grand Finals, will be ineligible for registration in competitions conducted by The HDNA for the following seasons (i.e. Summer to Summer, Winter to Winter, Spring to Spring). Extenuating circumstances will be considered if submitted in writing to the Association Secretary within 10 days of the forfeit, particularly for individual players.
- (g) Once a forfeit has been submitted officially by a club during the season or any final series game, regardless of circumstances, such forfeit will stand.
- (h) Any team withdrawing or withdrawn by the Executive for any specific reason from the competition after grading has been completed or after the commencement of competition will be liable to non-refund of registration fees and will be ineligible for team registrations for the following twelve months. All requests for withdrawal must be given by the Club Secretary with a credible explanation in writing to the Association Secretary. Extenuating circumstances for individual players will be considered by the Executive Committee.

14. MATCH POINTS

WIN 2 points DRAW 1 point WIN ON FORFEIT 2 points BYE 0 points

- (a) Matches not commenced because of wet weather shall be considered abandoned and no points given. If play commences and the match is abandoned because of wet weather, the results shall be as follows:
 - (i) If play commences and ceases before half-time - the match is abandoned and no points given.
 - (ii) If play commences and ceases at or after half-time the results of the match shall be taken on the score at the time the match is stopped.
 - (iii) If play is abandoned because of wet weather for one or more teams in any one grade, and if the remainder of the games in that grade cannot be played, all games in that grade are to be abandoned and no points given.
- (b) Once a team is withdrawn from the competition, it is at the discretion of the Executive whether:
 - (i) the team be withdrawn from all results and the draw is amended to incorporate or eliminate BYEs
 - (ii) all subsequent games against the withdrawing team be considered a forfeit.

**HILLS DISTRICT NETBALL ASSOCIATION INCORPORATED
BY-LAWS 2024**

15. SEMI FINALS, FINALS AND GRAND FINALS

- (a) To be eligible to play in a semi-final, preliminary final or grand final, a player must have played a specified number of games in their registered team that is competing in the final series and be registered with the association.
- b) In all semi-finals, finals and grand finals, the following substitute rules will apply:
 - (i) a team may only borrow a maximum of three (3) players per game from a lower division, age or grade providing:
 - (a) The player is registered with the Association and has played three (3) games in the competition from games 1 – 15 in their registered team.
 - (b) The Player has not played in either semi-finals, finals or grand finals as a borrowed Player in any other team.
 - (c) A borrowed player may not be used as a replacement player for injury or illness if there is another original team member available to play. A player who has been replaced during the game due to injury or illness may return to the Court if they have recovered sufficiently and must replace any borrowed player on court. Clubs will be required to enforce this by-law.
- (c)
 - (i) Any team obtaining a Semi Final, Final or Grand Final position who then finds cause to forfeit, notification of such forfeit must be in writing and received by The HDNA Secretary by the Wednesday prior to any scheduled match.
 - (ii) Any vacancies, due to forfeits in Final series, (from Semi-Finals to Grand Finals in any competition) the next eligible team shall be given the opportunity to fill the vacant positions.

PENALTY FOR NOT COMPLYING WITH THE ABOVE PARAGRAPHS IS DISQUALIFICATION.

- (c) With regard to Semi Finals, Finals and Grand Finals, it is expected that Badged Umpires should umpire, regardless of how many teams their respective clubs have in the Finals series.
- (d) Semi-finals and finals may be played over three (3) days or four (4) days, in order as follows –
 - (i) 1st Semi 3 vs 4
 - (ii) 2nd Semi 1 vs 2
 - (iii) Final Loser of (ii) plays winner of (i)
 - (iv) Grand Final Winner (ii) vs Winner (iii)
- (e) If there is a draw on points and any ladder position must be decided by a goal count, this is calculated as follows:

$$\frac{\text{Goals For} \quad \times 100 \text{ divided by Number of Games Played}}{\text{Goals Against}}$$

Note: Games Played includes Loss by Forfeit but not Win by Forfeit or BYE's.

The team obtaining the higher percentage takes the highest position.

- (f) If a semi-final or final game is drawn at full time, the scorer shall notify the control centre where all drawn games in each individual round will be timed by the HDNA Executive. Then teams will change ends, play five (5) minutes, have a one minute interval, change ends and then play a further (5) five minutes. If the game is still drawn, play continues with no change of ends and the team which scores a two (2) goal margin is the winner; except in the 9 and 10 year age division when a one (1) goal margin applies.

HILLS DISTRICT NETBALL ASSOCIATION INCORPORATED
BY-LAWS 2024

- (g) If two teams remain on level score after ten minutes extra playing time in a Grand Final, both teams will then be declared Joint Premiers.
- (h) In all final, all rules relating to injury time for injury, illness and blood are adhered to, with injury time to be recorded by a nominated timekeeper at the court. Injury time will be added to the end of the final quarter with a maximum total of five (5) minutes per game added to the final quarter. Injury time added to the end of a game will be timed at the court by a HDNA Executive member, life member or when necessary a person nominated by the HDNA Executive. Any finals that are individually timed at the court with stoppages as they occur during the game, will not have a maximum limit on the injury time.
- (i) All finals will be played to completion. If abandoned due to unplayable conditions the Executive Committee of the Association will rearrange matches on Sunday or nights or other times as deemed desirable by that Executive. The scores of abandoned games will be disregarded.
- (j) All finals are to be played in accordance with relevant competition times.

16. DISPUTES

- (a) All disputes will be handled in accordance with the Member Protection Policy procedures.
- (b) An appeal against a team grading decision must be lodged in writing within 48 hours of receipt of the grading decision.
- (c) An appeal against any other decision not covered in the Member Protection Policy must be lodged within seven (7) days of receipt of the decision.
- (d) An Appeals tribunal will be scheduled in accordance with the policy and procedures of the Member Protection Policy.

17. UMPIRES

- (a) The Umpires Committee shall consist of a minimum of seven (7) members, this number to include the Junior and Senior Umpires Convenors of the Association.
- (b) The system of umpiring to be used each year is to be decided by the HDNA Umpires Convenors in conjunction with the HDNA Executive.
- (c) All clubs must supply one umpire per team eg if a club registers 16 senior teams the club must supply 16 senior umpires; if a club registers 14 junior teams the club must supply 14 umpires who can be either Junior or senior.
- (d) All umpires controlling competition games in the Association must be at least thirteen (13) years of age by 31 December of that year. An umpire must be sixteen (16) years of age by 31 December of that year in order to umpire a senior game, except in the case of exceptional ability.
- (e) An umpire entering the HDNA Badging Program must be available to umpire each week. Failure to comply may result in the offending umpire being withdrawn from the HDNA Badging Program. Extenuating circumstances will be considered.
- (f) All umpires are to report to Umpires Control, and have their name and court checked by an Official, before proceeding to their allotted game. No umpire is to go direct to the court.
- (g) It will be the responsibility of each Club to make sure that all umpiring requirements (as listed on Draw) be met fully. A team failing to supply an umpire 5 minutes before the start of the game will be notified by control. If an umpire has not been supplied by the commencement of the game, the Club may be fined \$100. HDNA Executive may consider extenuating circumstances.

HILLS DISTRICT NETBALL ASSOCIATION INCORPORATED
BY-LAWS 2024

- (h) Any umpire attempting a badge must first obtain the appropriate theory pass and accreditation prior to being badged.
- (i) If an umpire cannot carry out his/her allocated match, it is the responsibility of the Club to replace the umpire with someone of at least as high a standard. Other Clubs should be approached through their Umpires' Convenor if this proves difficult.
- (j) When a club arranges a swap for umpiring duties for the season with another club, each club agrees to accept all responsibility for the umpiring duty swapped to them.
- (k) When a club covers a game for another club during regular rounds through the season, the club agrees to pay that club for covering their game, at the fee the covering club requests.
- (l) The Association requests the Clubs ensure that their spectators respect the Umpires.
- (m) Umpires umpiring for Association Representative teams at official carnivals and official NSW Netball Association Limited sponsored competitions will be reimbursed a set fee, to be regulated by the HDNA Executive and Umpires Convenor.
- (n) Badging procedures will be in accordance with the current HDNA badging policy.
- (o) All umpires are required to dress in "whites" for semi finals and grand finals. White tracksuit pants are not permitted.
- (p) Clubs are to nominate all available badged (umpires certificate and National Badge) umpires for the finals series by the date nominated by the HDNA Umpires Convenors. Failure to do so may result in Clubs being fined \$100 for each competition day they infringe.

18. REPRESENTATIVE TEAMS - State Titles, Metro League, Summer Series and Masters

(a) Representative Teams Convenor

The Representative Teams Convenor(s) shall co-ordinate all activities relating to the selections and representative teams.

This Convenor(s) shall be an Executive member of the Association.

The Representative Convenor(s) shall not be a Representative coach or manager for the Representative teams that they coordinate.

(b) Representative Team Coach

- (i) Will be solely responsible for all matters pertaining to team coaching and methods of play.
- (ii) Coaches for 11 to 15 year teams must not be involved in their official capacity with their own child's team.
- (iii) Will inform the Convenor of the team's progress and notify him/her immediately there are any adverse reports. A written report on each player will be submitted to the Convenor within one (1) month of the completion of the Championships/ Competition.
- (iv) To be eligible, State Title Team coaches must hold at least a current Intermediate Accreditation and be a member of the Association. Junior Assistant State Title Team coaches and Squad coaches must hold at least a current Foundation Accreditation. Senior State Title Team assistant coaches must hold at least a current Development Accreditation.
- (v) Representative coaches must notify the Representative Teams Convenor when he/she is absent from training or carnivals. Failure to do so may result in dismissal.
- (vi) If a coach resigns after being appointed to a squad or team they are not eligible to nominate as a coach in the following year. Extenuating circumstances will be considered. The

HILLS DISTRICT NETBALL ASSOCIATION INCORPORATED
BY-LAWS 2024

representative Teams Convenor shall be responsible for nominating a replacement to the Executive Committee.

- (vii) Nominations for a coaching position close by 5pm on the date stipulated. Extenuating circumstances will be considered.
- (c) Representative Team Manager
- (i) Nominations for a manager should be received in writing to the Association Secretary by the nominated date. Nominations will not be considered for a family member of a team member in the Junior Representative Division. Nominations will be voted on by the Executive of the Association.
- (ii) Will be responsible for the welfare and direction of the players when not under the control of the coach.
- (d) Representative Teams General
- (i) Managers, Coaches, and players must at all times remember that they are representing the Association and behave with dignity and sportsmanship.
- (ii) No member of the Association is to interfere or over-rule the Coach without a major decision of the Executive Committee.
- (iii) HDNA Representative team players should be encouraged to be loyal to their Clubs and to share with their fellow Club members some of their experience and expertise gained as a representative player.
- (iv) Representative and Squad Team Players and Coaches are discouraged from forming separate teams at the expense of the Association competitions.
- (v) All HDNA representative players shall pay the nominated fees. Fees will be charged separately for each representative competition, Winter Day, Metro League, Night Inter District, State Championship, Masters and Night Competitions.
- All fees are payable on registration or upon issue of an invoice. All fees and accounts must be paid within 15 days. If payment is not received within 15 days then the player is considered unfinancial and will not be permitted to play in any capacity until payment has been received.
- (e) Selections and Selection Committees
- (i) The Junior/Senior Selection Committee shall consist of four (4) impartial selectors per team, (plus a reserve selector). A coach should not be elected as a selector on his/her own age group/division, but is there for reference throughout selections if required. In extenuating circumstances, a fewer number of selectors may be used.
- (ii) All selections for Representative Teams are to be made from open trials, with the exception of Summer Series teams which may be paper-graded. Squad players to be selected on individual ability.
- (iii) The coach shall have an input into the selection of the final Team/Squad. If there is a disagreement in the final selection, the Relevant Convenor shall have the final say.
- (iv) Preference will be given to nominees who have the following credentials:
- (a) 2 years minimum coaching at Club Level.
- (b) Previous experience as a representative Netball selector.

HILLS DISTRICT NETBALL ASSOCIATION INCORPORATED
BY-LAWS 2024

- (v) If insufficient players of required standard attend trials, the Executive Committee will call another selection date.
- (vi) A player may be considered for selection in the squad/team if they are unable to attend selections due to illness or injury, provided that she submits a written application for consideration prior to the trials taking place.
- (vii) A person may trial and be considered for selection in a squad/team if they are not a current financial member of HDNA or an associated club team.

Grave extenuating circumstances will be considered.

(f) Representative Squads and Teams

Junior players selected as part of the Representative Squad or Team must be registered with and play for an HDNA affiliated club. Players selected in the 12 and 13 year HDNA State Titles teams must also play in an HDNA entity (club) team in the winter day competition in the year of representation. Players selected in the 14 and 15 year Representative Squad or Team must play for an HDNA entity (club) team in the winter day competition in the year of representation and:

- (i) Present themselves on the stipulated days of selection, training and coaching and attend all carnival matches, unless official leave of absence is granted by the Representative Convenor in conjunction with the Executive. Failure to attend three (3) consecutive coaching sessions and all carnivals without this leave approval could result in immediate dismissal from the squad or team.
- (ii) Must pay for uniform requirements and complete an Agreement Form before a given date for each representative competition.
- (iii) Junior Representative players must sit and pass the Netball Australia Rules of Theory exam by 1st February in the year of play. No player will be permitted to participate in any capacity in the representative program until such time as this has been successfully completed.
- (iv) Players will be notified of results of selection as soon as practicable by the Rep Team Convenor.
- (v) Players withdrawing from a squad/team after teams have been announced may not stand for selection the following year. Grave extenuating circumstances will be considered.

HILLS DISTRICT NETBALL ASSOCIATION INCORPORATED
BY-LAWS 2024

(h) Junior Representative Teams

- (i) A final team of eight (8) to twelve (12) players will be selected from the squad in each age group. If sufficient players are available in any age group a squad of up to twelve (12) players may be chosen to train and enter carnivals up to but not including the State Age Championships in any age group.
- (ii) In the event of withdrawal or injury of a player a suitable replacement will be selected under the direction of the HDNA Junior Representative Convenor.
- (iii) Apprentice Coaches may be appointed by the Executive Committee

(i) 11 Years Talent Squad

- (i) Talent squads will be selected in accordance with the policy as defined by the Representative Teams Committee with Executive approval.
- (ii) Teams should have a maximum of twelve (12) girls.
- (iii) Players should understand that should they be selected, they are expected to attend all training sessions.
- (v) Teams may enter Junior carnivals.
- (vi) Girls selected in the Talent Squad shall be appropriately recognised.
- (vii) Coaches are to write a report on the players in their teams and hand in to the Representative Teams Convenor no later than one month after completion of training.

(j) Senior Representative Teams

- (i) Selection for Senior Representative Squads/Teams shall take place prior to the playing season.
- (ii) The Selection Committee may name a team of 12 players maximum. Where insufficient players of standard attend, the selectors may call for a second selection..
- (iii) A team of senior representative players may be chosen to compete in the Senior Winter Day Competition as reserve players for Metro League. The team will play in the highest graded division and, if eligible, is able to compete in finals.

(k) Metro League Teams

- (i) The Selection Committee may select a team of no less than eight (8) players.
- (ii) Reserves may be named, from those standing for selection (approximately three).

In an emergency one of the players may be approached to fill a vacancy.

Clubs will be informed that these girls are possible reserves. Requests to use one of these girls will be through the Club with which she is registered.

- (iii) Selected players will sign an Agreement Form and undertake to fulfil the obligations listed therein.
- (iv) A player who withdraws from the team may not stand for selection the following year.
Appeals may be considered in grave extenuating circumstances. *Players failing to meet the obligations as outlined in the Agreement Form may be dismissed from the team and may not play in competition matches for that current competition.*

**HILLS DISTRICT NETBALL ASSOCIATION INCORPORATED
BY-LAWS 2024**

(l) Summer Series

(i) HDNA is limited to a certain number of teams as stipulated by Netball NSW.

(m) Sponsored Competitions

Where the best Club team in the Age group/grade is to represent the Association in sponsored competition, the leading point scorer in the first division of that age group at the end of the last complete round-of the competition may represent.

If more than two (2) teams are on equal points at the completion of the first round, a goal average will be carried out and the two teams with the highest goal average will take place in the playoffs.

If at the end of the last complete round, all games have not been played due to wet weather; the Executive will decide if elimination games are necessary.

If a team eligible by age is playing in a higher grade, an elimination game will determine which team will represent. A team needing to borrow a player/players may only do so under the normal competition rules.

These elimination games to be played in the week following the last competition match of the last complete round, at a date to be appointed by the Executive. A postponement is only to be granted in very extenuating circumstances.

If more than one team is playing in higher divisions these teams: -

- (i) will play each other
- (ii) the winning team then play the leading point scorer in Division 1 of that age group
- (iii) the winning team will represent.

To be eligible to play in a sponsored competition a player must have played three (3) competition matches before the end of the first round.

(n) Fundraising Committee

A Fundraising Committee should consist of a Chairperson, who should be the Fundraising Co-ordinator, the Representative Teams Convenor, and three parents of representative players in that given year. The parents will be approached once the final team selections have been completed.

19. NIGHT COMPETITIONS

The Night Competition will be run according to the Association By-Laws with the following exceptions:

1. Registration

- (a) Team registrations and payments of relevant team or participant fees must be submitted in the format specified by HDNA.
- (b) No team will be permitted to register more than 12 full players, including late registrations. Reserve players are not permitted in this competition.
- (c) Grading will be held at a time specified by the HDNA Executive and conducted by the Senior Day Competition Committee and members of the Night Comp Committee. The Chairperson will be the residing Night Competition Convenor. After completion of grading the results will be published on the HDNA website.
- (d) Late registrations:
 - (i) Each Late Registration must:
 - (a) be submitted in the format specified by HDNA, and
 - (b) be a player of a similar standard to the Grade entered, and
 - (c) be approved by the Night Competition Convenor

HILLS DISTRICT NETBALL ASSOCIATION INCORPORATED
BY-LAWS 2024

- (ii) Late registrations for the first week of play will be accepted at a time to be nominated by the HDNA Executive each season.
 - (iii) Late registrations from game 2 onwards will be accepted up to 12noon on the day before play.
 - (e) To be eligible to play in a semi final, final or grand final, a player must have played a specified number of games (according to the duration of the competition) with their registered team.
 - (f) A player may only register for one team per competition. The mixed competition to be deemed as a separate competition.
2. Mixed Divisions
- (a) A Mixed Division will be considered if sufficient teams register.
 - (b) Teams shall only be permitted to have a maximum of three (3) men and a maximum of five (5) females on the court at any one time.
 - (c) Male players may not all be positioned in either attack or defence ends. Male players must be positioned one in each third of the court. Only one male is permitted in the attacking and defensive goal circles.
3. Men's Division
- (a) A Men's Division will only be conducted if sufficient teams register.
 - (b) Men will be permitted to register in both Men's and Mixed Division.
4. Umpiring
- (i) The system of umpiring to be used each year will be decided by the Umpire's Convenor in conjunction with the Executive Committee and the Night Competition Committee.
 - a. Where all Clubs are required to provide an Umpire, teams must do so for all games.
 - b. In the event of the "umpire-your-own" system being adopted, no coach or manager should umpire his/her own team.
 - (ii) In the event a nominated Umpire is absent, teams must provide a replacement Umpire. A fine of \$100 shall be imposed on any team not providing an Umpire at any game.
5. Eligibility
- The following players will be eligible to play in the Night Competition:
- (a) Players of any age in line with the competition guidelines.
 - (b) Players may be registered in two Divisions, either Mixed/Grade or Men's/Mixed.
 - (c) Players are permitted to play more than one (1) game per week if substituting in a higher grade. If a player is borrowed for five (5) games by any teams in a higher grade or division, that player becomes ineligible to play again from their registered team and shall be considered a member of one of the higher graded teams for which they were borrowed.
6. Commencement of Competition Matches
- Play must commence at the time set down. If either side does not have five (5) players, a stay of five (5) minutes may be allowed. If one team is still offending after the 5 minute grace, a forfeit will be declared.
7. Forfeits and Withdrawals
- Should a team be unable to compete in a competition match the Team Manager must notify the HDNA Night Competition Convenor, HDNA, their own umpire and the opposing team's manager no later than 7pm on the day preceding play. Should this notification not be given, a \$100 fine shall be imposed on the team. Extenuating circumstances are to be considered.
8. Wet Weather
- See 21 (b) and the HDNA Wet Weather Guidelines.
- (a) Where two or more rounds are lost due to wet weather games may be played after the last scheduled round at the discretion of the HDNA Executive. This will include the moving of any finals to a later date after the rounds have been completed.
- 20. CARNIVALS**
- (a) Carnivals are conducted by various Associations throughout the Netball season. The cost of entry to Carnivals is that set by Netball NSW or \$33.00 per team.

HILLS DISTRICT NETBALL ASSOCIATION INCORPORATED
BY-LAWS 2024

- (b) Carnival lists are available in the fixture book.
- (c) Hills District runs a carnival each year with the format to be decided by the Executive each year.
- (d) Players shall be defined as:
 - 1. SENIOR PLAYERS - who shall have reached 16 years of age as at December 31 – in the year of play.
 - 2. JUNIOR PLAYERS - who shall be under the age of 16 years as at December 31 in the year of play.

JUNIOR PLAYERS shall be divided, as under:

- (a) INTERMEDIATE - players 13, 14, 15 years of age as at December 31 in the year of play.
- (b) JUNIOR - players 10, 11, 12 years of age as at December 31 in the year of play.
- (c) NETSETGO - players 6, 7, 8 and 9 years of age as at December 31 in the year of play.

HILLS SENIOR CARNIVAL - players 16 years of age or over as at December 31 in the year of play.

21. WET WEATHER

Decisions on wet weather will be made in accordance with the Wet Weather Guidelines.

- (a) Winter competitions: Officials of the Association shall make decisions regarding abandonment of play. In the event of inclement weather, an announcement will be recorded on the appropriate number and placed on the website by 4pm Fridays and/or 6am Saturdays. Unless such announcement of cancellation of play is made, all players shall attend the courts to play.
- (b) Night Competitions: A decision regarding the abandonment of play shall be made by the Night Competition Committee at 5pm on the night of play. In the event of no play, a message will be made available to Club Secretaries on the given Wet Weather telephone numbers. If there is no message, all players shall attend the courts to play.

22. BALLS

- (a) NetSetGo Rules (6, 7, 8 & 9 year old teams) - Size 4 netball is to be used.
- (b) All other balls used in the Association must be of sewn or moulded leather or moulded rubber, NOT PLASTIC. Their circumference must be of 27-28"; they must weight 14-16 ounces and be well inflated (eg size 5).

23. OFFICIALS

- (a) All Club and HDNA officials are expected to have a knowledge of the Constitution and Official By-Laws and Local Rules of the Association and be available for duties as rostered, and to notify if not available on the day rostered. Officials in attendance for rostered duties must be over the age of fifteen (15).
- (b) Clubs not providing an appropriate official for any allocated duty when rostered to do so will incur a fine of \$100.00.

**HILLS DISTRICT NETBALL ASSOCIATION INCORPORATED
BY-LAWS 2024**

24. FIRST AID

Every effort will be made by the Association to provide first-aid services at the playing centres for all competition matches, including carnivals.

25. LITTER

The Association is responsible for seeing that the courts are left in a clean condition. It is requested that Clubs make sure that their teams place litter in the garbage bins provided,

26. HILLS ACHIEVEMENT AWARD

- (a) The trophy will be given for achievement gained during the past twelve months.
- (b) Clubs may nominate a nominee from any Member Club.

27. DUTY

Each affiliated club will be given a roster notifying dates and times of any duty as required. Failure to attend rostered duty during the season and as delegated during the semis, finals and grand finals shall incur a fine of \$100.

28. INDOOR NETBALL COURT

This Clause has been added with regard to the administration activities of the Indoor Netball Court. It is set out in conjunction with the requirements of a 20 year lease granted to the Association for its sole use under certain conditions. The conditions of the Lease shall be absolute and binding.

The following By-Laws sets out obligations, which must be followed in accordance with the lease.

- 1.
 - (i) It is the responsibility of the Association to ensure a diary is kept for the allocation of the use of the court. If members or Clubs wish to use it, applications must be submitted in writing to the Secretary. Such application is to be approved by the Executive.
 - (ii) No hire fee will be charged to Clubs and its affiliated members, however, a small light fee and cleaning fee may apply. If no member of the Executive, its sub-committees or representative are present at the time of use by members, then a security person may need to be engaged at the member's costs. All usage by members and fees applied will be considered on an individual application basis and notified.
- 2. Non registered entities who wish to make application for use of the Court must submit their application in writing and on the appropriate form for consideration by the Executive. It is a condition of the Lease that no reasonable requests for use shall be denied if there is no prior commitment by the Association and its affiliated members,
- 3. All fees for the use of the Court by outside entities are to be set by the Treasurer and ratified at each Annual General Meeting by Council. The approved fee structure is to be forwarded no later than 30th November each year to Hornsby Council in accordance with the conditions of the Lease. A bond of \$1000 will be placed on each outside entity and refunded upon inspection and return of keys. Such bond may need to be increased depending on the requests for use.
- 4. A sinking fund of \$5,000/annum shall be set aside to assist with repairs and maintenance of the court which is the Association's responsibility.
- 5. It is the Association's responsibility to ensure that the court is kept in reasonable repairs, rodent free and that a comprehensive insurance policy is taken to ensure fire, vandalism and burglary are covered. A copy of the insurance details is to be forwarded to Hornsby Council prior to the commencement of the Winter Season.

HILLS DISTRICT NETBALL ASSOCIATION INCORPORATED
BY-LAWS 2024

6. The Association is responsible for payment of all electricity accounts for the Indoor Court, which is under separate meterage. Hornsby Council will pay all reasonable water usage.
7. The Treasurer is to maintain a separate set of accounts dealing with all matters pertaining to the Indoor Court. These accounts shall be submitted to Hornsby Council upon request or if there is a dispute pending.
8. No spiked or steel tipped shoes shall be permitted in the court. Sandshoes with rubber soles are to be worn on the playing surfaces at all times.
9. The Lease and its conditions shall take precedence over all the above By-Laws.
10. An annual payment fee will be forwarded to Hornsby Council.

29. CODE OF CONDUCT

All members of the Association and spectators attending games and/or events controlled by the Association are required to adhere to the appropriate Codes of Conduct in accordance with the Member Protection Policy.

30. MEMBER PROTECTION POLICY

The Netball NSW Member Protection Policy is adopted and recognized as applicable to all members of the Hills District Netball Association.