Hills District Netball Association

REGISTRATION POLICY

1. TEAM REGISTRATION

(a) Team registrations shall close on a date fixed by Council each year, as published in the HDNA Calendar "*the registration deadline*".

(b) Registrations must be submitted by the Club Secretary or Registrar, in the format as specified by HDNA each year.

(c) All individual players are to be allocated to a team within PlayHQ according to age groups defined in this policy. Teams must be placed into **recommended grades** by Club Registrars, prior to the registration deadline. No names other than players registered by the registration deadline may be added to the Team Lists except **by the relevant HDNA Registrar**.

(d) All teams must have a nominated Manager (16 years of age or above at the start of Competition). Contact details for the nominated manager must be provided in PlayHQ no later than the registration deadline.

(i) In Junior teams the manager is responsible for completing the scoresheet at HDNA control each week, scoring the game, signing the official scoresheet, and chaperoning the team members. When this is not possible a substitute adult should act on their behalf.

(e) No team will be permitted to register less than seven (7) and no more than twelve (12) players.

(f) Non-Playing Members must be registered in PlayHQ. It is the club's responsibility to keep a record of Non-Playing Members registrations.

(g) Junior Teams (i.e. 11, 12, 13, 14 and 15 years) will only be permitted a maximum of four (4) HDNA 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.

(h) Additionally teams with four (4) representative players (team or squad) who played with the club in the previous season may add a fifth (5th) representative player (team or squad) providing that additional player played in the same club in the previous season and is turning the same age as the age group in which they are being moved to. E.g. A player turning 13 in the year of play moving to a team in the 13 year age division.

(i) Teams submitted as a recommended junior grade will be charged junior fee rates at time of registration. These teams will not be charged senior fees if upgraded into Senior grades by the HDNA Grading Committees. After final grading is released by HDNA, all subsequent Late Registrations in that team will then be charged senior fees. The only exception is if a club submitting a junior team requests a recommended Senior grade at time of registration, a senior fee will apply.

Approved - 26/08/2026
2nd Council Meeting

2. INDIVIDUAL REGISTRATIONS

(a) A NetSetGo player is permitted to register with two teams for the Winter Competition. One team must be in the NetSetGO Competition and the other in the Junior Competition. The two teams may be from different clubs.

(b) 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.

(c) Players registered in two teams can only be borrowed by the club that their team is registered for in that particular competition. Exceptions to this rule are the 12s and 13s HDNA Club Team players who can play in two Junior Competition grades.

Late Registrations

(d) New players may be registered by a Club at any time after the registration deadline "*late registrations*".

(e) Late registrations will be accepted in the format specified by HDNA each year and must be submitted before 12pm on the day prior to play.

(f) Late registrations must be approved by the Registrar for the relevant grade requested. Late registrations are approved once notified in writing to the Club. Once approved, players will be allocated to teams within PlayHQ by HDNA. **Clubs are not to add any players to teams in PlayHQ once teams have been submitted and the registration deadline has passed.**

(g) Players are not to participate in a competition match until such time as the late registration has been approved by the relevant Registrar.

(h) Fees for late registrations are determined as follows:

(i) Any player registered during the first half of the season (as defined by the HDNA calendar) will be charged a full individual player fee as approved by Council.

(ii) Any player registering after the first half of the season (after round 7 as defined by the HDNA calendar) will be charged the Half Season Registration Fee as approved by Council.

Transfers

(i) No player may transfer, or deregister with intent to transfer to another club, until the following season unless:

(i) Transfer requests are submitted to the HDNA Executive for their approval up to and including the registration deadline.

(ii) Both clubs signify in writing from Club Secretary to HDNA Secretary their agreement to transfer.

(iii) Transfer is approved by majority of Executive Committee.

(iv) HDNA will issue a Voucher for use in PlayHQ. Registration into the new team prior to receiving a Voucher will not be refunded.

(j) Once a player is registered with the Association, their registration fee cannot be transferred to another player.

3. DEREGISTRATIONS

(a) Deregistration's will be accepted in the format specified by HDNA each year and must be submitted before 12pm on the day prior to play.

(b) Deregistration requests will be considered by the Executive Committee. Deregistration requests must be accompanied by a reason for deregistering.

(c) Deregistration from the competition does not entitle a member to a refund of fees paid. Refunds are to be determined in accordance with Section 4 of this policy.

(d) Players may be deregistered from teams in all competitions conducted by the Association providing that a minimum of 7 players remain after the removal of the deregistered player.

(e) A player having to deregister before the commencement of the season due to unforeseen circumstances, shall be allowed to re-register with their Club in the same team and grade or a higher grade within the same season.

(f) Any team withdrawing from the competition after the registration deadline shall forfeit their registration fee and may incur a fine of up to $500 at the discretion of the Executive Committee.

4. REFUNDS OF THE HDNA FEE COMPONENT

Eligibility

(a) Refunds will only be considered in cases of extenuating circumstances.

(b) Refund applications must be submitted at the time of submitting a deregistration request in the format as specified by HDNA each year. Sufficient details of why a refund is being requested must be provided, including a medical certificate or supporting documentation in the event of an injury.

Extenuating Circumstances

(c) Extenuating circumstances may include, but are not limited to:

(i) Pregnancy, serious illness or injury prior to the competition;

(ii) Significant changes in family circumstances (e.g. relocation); or

(iii) Other circumstances of a serious nature as determined by the Executive Committee.

Exclusions

(d) Refunds will not be granted where:

(i) The player has participated in training or matches;

(ii) The competition registration deadline has passed; or

(iii) The request is due to change of mind, scheduling conflicts, or dissatisfaction with team placement.

Assessment

(e) All refund applications will be assessed on a case-by-case basis by the Executive Committee at the next scheduled Executive Committee Meeting as defined in the HDNA Calendar.

(f) Applications received after the registration deadline, but before the start of competition rounds, must be submitted by 12pm on the day prior to the executive meeting immediately before Round 1 as identified in the HDNA calendar.

(g) The Executive Committee, or approved delegate, will contact the Club if insufficient information has been provided to make an assessment. Failure to provide sufficient supporting information or documentation will delay the assessment of the application and may impact on the outcome of the application.

Outcome

(h) Clubs will be notified in writing of the decision.

(i) Where a refund is approved, any administration costs incurred by HDNA will not be refunded. The amount is at the discretion of the Executive Committee

Note: This is to be read in conjunction with the Netball NSW Member and Affiliation Policy, or equivalent policy, which applies to Netball NSW fee components.

5. AGE GROUPS

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

NetSetGo (under 6-9 years)

10 years

11 years

12 years

13 years

14 years

15 years

CADETS (16-19 years)

SENIORS (including HDNA teams)

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

(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.

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

(e) CADET grades are for players turning 19 years and under on or before the 31 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.

(f) 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 THIS POLICY (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.