



## Welcome to the 2018 Season

On behalf of Central Netball Club we would like to extend a warm welcome to our new and returning members, and would like to thank you for choosing to be a part of our club.

This handbook aims to provide information on a range of topics that will assist you in settling into the club, and acts as a point of reference for various questions you may have throughout the season. We hope you find it informative. This manual is for you to keep and includes a list of committee members for the 2018 season. If you have any problems or questions, please feel free to contact anyone on that list.

Throughout the season you will receive emails from the club advising of any important information and events. We also have a website and Facebook page, both of which we encourage you to 'like' and follow as they are updated regularly with information on club activities, social events, wet weather information etc.

We hope you have a safe, fun and successful 2018 season.

## Committee Details

Our committee is here to help but please remember they are volunteers and have full time jobs themselves. Please be patient in your requests.

Position	Name	Email	Phone
President	Anthony Jarvis	<a href="mailto:president@centralnetball.com.au">president@centralnetball.com.au</a>	
Vice President	Coreena Chenhall	<a href="mailto:vicepresident@centralnetball.com.au">vicepresident@centralnetball.com.au</a>	
Secretary	Ashlea Robinson	<a href="mailto:secretary@centralnetball.com.au">secretary@centralnetball.com.au</a>	
Treasurer	Katherine Johnston	<a href="mailto:treasurer@centralnetball.com.au">treasurer@centralnetball.com.au</a>	0411 962 052
Registrar	Michelle McPherson	<a href="mailto:registrar@centralnetball.com.au">registrar@centralnetball.com.au</a>	
Assistant Secretary	Helena Miller	<a href="mailto:assistantsecretary@centralnetball.com.au">assistantsecretary@centralnetball.com.au</a>	
Assistant Treasurer	Kathryn Reid	<a href="mailto:assistanttreasurer@centralnetball.com.au">assistanttreasurer@centralnetball.com.au</a>	
General Committee	Amanda Campbell	<a href="mailto:Amanda@centralnetball.com.au">Amanda@centralnetball.com.au</a>	

## About our Club

Central Netball Club is an incorporated club affiliated with the Charlestown Netball Association and Netball NSW. We are a family friendly club catering for all ages from 5yrs and up, and our objective is to encourage, foster, promote, develop, extend, organise and administer the sport of netball for the benefit of the community. We are proudly sponsored by Charlestown Central Leagues Club, please head up the hill and support them in return for what they do for us.

In the 2017 season we proudly fielded 40 teams, 12 of which were NetSetGo. Of our graded teams 14 made the finals series and we had 5 Grand Final Winners; Champions, Cosmic, Comets, Cobalt and Chaos. Each year we give out club awards at presentation. The winners from 2017 were:

**Umpiring Encouragement** – Ameika Thomson, Lucy Montgomery, Kaitlyn Edmonds & Isabella Watson

**Umpiring Award** – Mikayla Duncombe

**Coaching Encouragement** – Lily Stewart, Teagan Barry & Jenifa Clifford

**Coaching Award** – Martene Archer

**Junior Clubperson** – Eryn Brown

**Senior Clubperson** – Madeline Lantz

Our Season commences on 7<sup>th</sup> April, has a 2 week break over school holidays, and continues through to September. All Grand Finals will be played on the same day this year which is Saturday 1<sup>st</sup> September.

## Uniform & Merchandise

We have a limited number of items in stock available for purchase. If we do not have the size you require we can normally order it in. If you would like to purchase one of the items below please contact Katherine Johnston. We do have a small number of second hand uniforms available for purchase however our facebook page is the best place to find these.

**Account Details for direct deposit:** Please use players name as reference

Account Name: Central Netball Club

BSB: 032 505

Account Number: 375 867

Item	Description	Price
	Netball Dress	\$50
	Netball Briefs	\$20
	Jumper	\$35
	Polo Shirt <i>(only available in limited sizes unless a large number are ordered)</i>	\$20
	Socks	\$10
	Hair Accessory	\$5 or two for \$8.50

## Umpiring

Due to our large number of teams Central Netball umpires as a club rather than as individual teams. To make this fair for everyone, all members pay an additional umpiring fee on top of their registration. This money is then used to pay the club members that umpire on our behalf. Some members have paid their umpiring when registering which is fantastic. For those that haven't this fee is due by Round 4. Fees are listed below, please note umpiring cost is decided on what grade you play in not what age you are. For example if a 15 year old is playing senior grade they are required to pay the senior umpiring fee.

**NSG Fee – Nil**

**Junior Fee - \$25**

**Intermediate Fee - \$40**

**Cadet/Senior Fee - \$60**

If you are interested in umpiring on behalf of the club please contact Anthony Jarvis. Once deemed competent umpires are paid between \$15 and \$40 depending on the grade umpired.

There is also a Junior Umpire Development Course run in Rounds 4 to 7 at 9am. All four weeks must be attended and is a great place to learn more about the game and gain confidence in umpiring. We encourage all members thinking about umpiring this season or next to attend the course.



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## Canteen

Throughout the season all teams will be required to help out in the canteen. Central is rostered on Rounds 1, 5, 9, 13 and finals. A roster will be released stating when each team is required to cover canteen. We thank you for helping support the association with this.

## Club Policies

Central Netball Club has a range of policies that guide the club's decision making and provide transparency for its members. These policies are attached on the following pages and can also be found on our website. By registering with Central Netball Club all members agree to abide by these club policies, as well as the policies of Charlestown Netball Association, Netball NSW and Netball Australia. We encourage all members to become familiar with these policies and we ask that any spectators also maintain these standards. Any breaches of these policies should be reported to the committee and will be dealt with in accordance with the Central Netball Club Constitution.



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## Central Netball Club Code of Behaviour Policy

### General

- Act within the rules and spirit of our sport.
- Promote fair play over winning at any cost.
- Encourage and support opportunities for people to learn appropriate behaviours and skills.
- Support opportunities for participation in all aspects of the sport.
- Treat each person as an individual.
- Show respect and courtesy to all involved with the sport.
- Respect the rights and worth of every person, regardless of their age, race, gender, ability, cultural background, sexuality or religion.
- Respect the decisions of officials, coaches and administrators.
- Wherever practical, avoid unaccompanied and unobserved one-on-one activity (when in a supervisory capacity or where a power imbalance exists) with people under the age of 18.
- Display appropriate and responsible behaviour in all interactions.
- Display responsible behaviour in relation to alcohol and other drugs.
- Act with integrity and objectivity, and accept responsibility for your decisions and actions.
- Ensure your decisions and actions contribute to a safe environment.
- Ensure your decisions and actions contribute to a harassment-free environment.
- Do not partake in or tolerate abusive, bullying or threatening behaviour.

These behaviours include:

- Using bad language
- Harassing or ridiculing players, coaches, officials or spectators
- Making racist, religious, sexist or other inappropriate comments to players, coaches, officials or spectators
- Any threatening behaviour or physical altercation between spectators, players, coaches and officials
- Putting undue pressure on children, berating them or putting down their performance
- Drinking alcohol at a game or training, or being drunk at a club event.

### Athletes

- Give your best at all times.
- Participate for your own enjoyment and benefit.
- Play by the rules and show respect for other players, coaches and officials.

### Coaches

- Place the safety and welfare of the athletes above all else.
- Help each person (athlete, official, etc.) to reach their potential. Respect the talent, developmental stage and goals of each person and encourage them with positive and constructive feedback.
- Obtain appropriate qualifications and keep up-to-date with the latest coaching practices and the principles of growth and development of young players.
- Ensure that any physical contact with another person is with their consent, appropriate to the situation and necessary for the person's skill development.

### Officials

- Place the safety and welfare of the athletes above all else.
- Ensure all players are included and can participate, regardless of their race, gender, ability, cultural background, sexuality or religion.
- Be consistent, impartial and objective when making decisions.
- Address unsporting behaviour and promote respect for other players and officials

### Administrators

- Ensure quality supervision and instruction for players.
- Support coaches and officials to improve their skills and competencies.
- Act honestly, in good faith and in the best interests of the sport as a whole.
- Ensure that any information acquired or advantage gained from the position is not used improperly.



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- Conduct club responsibilities with due care, competence and diligence.

### **Parents**

- Encourage your child to participate, do their best and have fun.
- Focus on your child's effort and performance, rather than winning or losing.
- Never ridicule or yell at a child for making a mistake or losing a competition.
- Help out the coach or officials at training and games, where possible.
- Model appropriate behaviour, including respect for other players and officials.

### **Spectators**

- Respect the effort and performances of players and officials.
- Reject the use of harassment, bullying or violence in any form, whether by other spectators, coaches, officials or athletes.

## **Central Netball Club Child Pickup and Drop off Policy**

### **Our commitment**

Our club is committed to providing a safe environment for the participation of children and young people. Part of this is ensuring that children and young people are not left alone after practice or games.

### **What we will do**

- Make sure parents/guardians and children know the time and location of practice and games and when they can expect to collect their children
- Request coaches and other sporting personnel to arrive before scheduled practice or game times.
- Give coaches a register of parent/guardian emergency contact numbers and make sure they have access to a phone.
- Ensure that if parents/guardians are late to pick up their child, coaches will:
  - Try to contact the parent by phone
  - ask the second to last child and their parent/ guardian to wait with the coach/official and the child
  - get parents/guardians to collect their children from the club house (if on game day).

### **What we ask you to do**

- Pick your children up on time or make other arrangements.
- Inform the coach about any changes in arrangements for picking up your child.

## **Central Netball Club Fair Play Policy**

### **General**

- All players present at the game MUST be given at least two quarters on the court (unless an injury occurs). This includes all games (even the final series).
- Throughout the first half of the season we highly encourage coaches to give all players even court times on and off the court.
- Throughout the second half of the season and the final series we encourage coaches to give players even court times on and off the court however we understand the need to win games may mean this cannot always occur.
- Being away for a full game or being injured does not count towards "time off". Time off the court only counts when you are present at the court sitting on the sideline.



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## Central Netball Club Social Media Policy

### **Purpose**

Social media is changing the way we communicate. This policy has been developed to inform our community about using social media so people feel enabled to participate, while being mindful of their responsibilities and obligations. In particular, this policy provides practical guidance allowing all parties to benefit from the use of social media, while minimising potential risks and protecting those involved. This policy assists to establish a culture of openness, trust and integrity in all online activities related to the Central Netball Club Inc. This policy contains guidelines for the Central Netball Club community to engage in social media use. It also includes details of breaches of the policy. In circumstances where guidance about social media issues has not been given in this policy, we suggest you use common sense or seek out advice from those who have approved this policy.

### **Coverage**

This policy applies to all persons who are involved with the activities of Central Netball Club Inc, whether they are in a paid or unpaid/voluntary capacity and including:

- members, including life members of Central Netball Club
- persons appointed or elected to Central Netball Club boards, committees and sub-committees;
- coaches and assistant coaches;
- referees, umpires and other officials;
- and spectators

### **Scope**

Social media refers to any online tools or functions that allow people to communicate and/or share content via the internet.

This social media policy applies to platforms including, but not limited to:

- Social networking sites (e.g. Facebook, Twitter, LinkedIn, Google+, Pinterest, Yammer, etc)
- Video and photo sharing websites or apps (e.g. YouTube, Vimeo, Instagram, Flickr, Vine, etc)
- Blogs and micro-blogging platforms (e.g. Tumblr, Wordpress, Blogger, etc)
- Review sites (e.g. Yelp, Urban Spoon, etc)
- Live broadcasting apps (e.g. Periscope, Meerkat, Facebook Mentions, etc)
- Podcasting (e.g. iTunes, Stitcher, Sound cloud, etc)
- Geo-spatial tagging (e.g. Foursquare, etc)
- Online encyclopaedias (e.g. Wikipedia, etc)
- Instant messaging (e.g. SMS, Skype, Snapchat, WhatsApp, Viber, etc)
- Online multiplayer gaming platforms (e.g. World of Warcraft, Second life, Xbox Live, etc)
- Online voting or polls
- Public and private online forums and discussion boards
- Any other online technologies that allow individual users to upload and share content.

This policy is applicable when using social media as:

1. an officially designated individual representing Central Netball Club on social media; and
2. if you are posting content on social media in relation to Central Netball Club that might affect Central Netball Club's members, officials, volunteers, events, sponsors or reputation.

NOTE: This policy does not apply to the personal use of social media where it is not related to or there is no reference to Central Netball Club or its competitions, teams, participants, products, services, events, sponsors, members or reputation. However, any misuse by you of social media in a manner that does not directly refer to Central Netball Club may still be regulated by other policies, rules or regulations of Central Netball Club.

### **Using social media in an official capacity**

You must be authorised by the Central Netball Club committee before engaging in social media as a representative of Central Netball Club. Decisions regarding authorisation will be made by the Central Netball Club committee as per the voting and decisions clauses of the Central Netball Club constitution.



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Following a majority vote, you must receive written confirmation of your authorisation from a member of the Central Netball Club committee.

As a part of Central Netball Club's community you are an extension of the Central Netball Club brand. As such, the boundaries between when you are representing yourself and when you are representing Central Netball Club can often be blurred. This becomes even more of an issue as you increase your profile or position within Central Netball Club. Therefore, it is important that you represent both yourself and Central Netball Club appropriately online at all times.

### **Guidelines**

You must adhere to the following guidelines when using social media related to Central Netball Club or its members, teams, officials, volunteers, events, sponsors or reputation.

- **Use common sense** - Whenever you are unsure as to whether or not the content you wish to share is appropriate, seek advice from others before doing so or refrain from sharing the content to be on the safe side. When using social media, the lines between public and private, personal and professional, may be blurred. Remember, you are an ambassador for Central Netball Club.
- **Protecting your privacy** - Be smart about protecting yourself and your privacy. When posting content online there is potential for that content to become publicly available through a variety of means, even if it was intended to be shared privately. Therefore, you should refrain from posting any content online that you would not be happy for anyone to see, even if you feel confident that a particular individual would never see it. Where possible, privacy settings on social media platforms should be set to limit access. You should also be cautious about disclosing your personal details.
- **Honesty** - Your honesty or dishonesty, may be quickly noticed in the social media environment. Do not say anything that is dishonest, untrue or misleading. If you are unsure, check the source and the facts before uploading or posting anything. Central Netball Club recommends erring on the side of caution – if in doubt, do not post or upload. Do not post anonymously, using pseudonyms or false screen names. Be transparent and honest. Use your real name, be clear about who you are and identify any affiliations you have. If you have a vested interest in something you are discussing, point it out. If you make an endorsement or recommendation about something you are affiliated with, or have a close relationship with, you must disclose that affiliation. The web is not anonymous. You should assume that all information posted online can be traced back to you. You are accountable for your actions both on and offline, including the information you post via your personal social media accounts.
- **Use of disclaimers** - Wherever practical, include a prominent disclaimer stating who you work for or are affiliated with (e.g. member of Central Netball Club) and that anything you publish is your personal opinion and that you are not speaking officially. This is good practice and is encouraged, but don't count on it to avoid trouble - it may not have legal effect. Remember, your personal actions or opinions can still affect the stakeholders and reputation of the Central Netball Club.
- **Respect confidentiality and sensitivity** - When using social media, you must maintain the privacy of the Central Netball Club confidential information. This includes information that is not publically accessible, widely known, or not expected to be shared outside of the Central Netball Club. Remember, if you are online, you are on the record—much of the content posted online is public and searchable. Within the scope of your authorisation by Central Netball Club, it is perfectly acceptable to talk about Central Netball Club and have a dialogue with the community, but it is not okay to publish confidential information of the Central Netball Club. Confidential information includes things such as financial information, residential address, email address, telephone number, or a child's hobbies, interests, school or the like. When using social media you should be considerate to others and should not post information when you have been asked not to, or where consent has not been sought and given. You must also remove information about another person if that person asks you to do so. Permission should always be sought if the use or publication of information is not incidental, but directly related to an individual. This is particularly relevant to publishing any information regarding minors. In such circumstances, parental or guardian consent is mandatory.





- **Gaining permission when publishing a person's identifiable image** - You must obtain express permission from an individual to use a direct, clearly identifiable image of that person. You should also refrain from posting any information or photos of a sensitive nature. This could include accidents, incidents or controversial behaviour. In every instance, you need to have consent of the owner of copyright in the image.
- **Complying with applicable laws** - Do not post or link to content that contains illegal or indecent content, including defamatory, vilifying or misleading and deceptive content.
- **Abiding by copyright laws** - It is critical that you comply with the laws governing copyright in relation to material owned by others and Central Netball Club's own copyrights and brands. You should never quote or use more than short excerpts of someone else's work, and you should always attribute such work to the original author/source. It is good practice to link to others' work rather than reproduce it.
- **Discrimination, sexual harassment and bullying** - The public in general, and Central Netball Club's members, reflect a diverse set of customs, values and points of view. You must not post any material that is offensive, harassing, discriminatory, embarrassing, intimidating, sexually explicit, bullying, hateful, racist, sexist or otherwise inappropriate. When using social media, you may also be bound by the Central Netball Club's values and the Netball Australia member protection policy.
- **Avoiding controversial issues** - Within the scope of your authorisation by Central Netball Club, if you see misrepresentations made about Central Netball Club in the media, you may point that out to the Central Netball Club committee. Always do so with respect and with the facts. If you speak about others, make sure what you say is based on fact and does not discredit or belittle that party.
- **Dealing with mistakes** - If Central Netball Club makes an error while posting on social media, be up front about the mistake and address it quickly. If you choose to modify an earlier post, make it clear that you have done so. If someone accuses Central Netball Club of posting something improper (such as their copyrighted material or a defamatory comment about them), address it promptly and appropriately and if necessary, seek legal advice.
- **Conscientious behaviour and awareness of the consequences** - Keep in mind that what you write is your responsibility, and failure to abide by these guidelines could put your membership at risk. You should always follow the terms and conditions for any third-party sites in which you participate.
- **Branding and intellectual property of Central Netball Club Inc** - You must not use any of Central Netball Club's intellectual property or imagery on your personal social media without prior approval from Central Netball Club. Central Netball Club's intellectual property includes but is not limited to:

- logos
- uniforms
- slogans
- imagery which has been posted on Central Netball Club official social media sites or website.

You must not create either an official or unofficial Central Netball Club presence using the organisation's name without prior approval from Central Netball Club. You must not imply that you are authorised to speak on behalf of Central Netball Club unless you have been given official authorisation to do so by the Central Netball Club committee. Where permission has been granted to create or administer an official social media presence for Central Netball Club, you must adhere to the current branding of Central Netball Club, and not introduce any new logos, slogans or mascots unless authorised by the Central Netball Club committee.

#### **Policy breaches**

Breaches of this policy include but are not limited to:

- Using Central Netball Club name, motto, crest and/or logo in a way that would result in a negative impact for the organisation, clubs and/or its members.
- Posting or sharing any content that is abusive, harassing, threatening, demeaning, defamatory or libellous.
- Posting or sharing any content that includes insulting, obscene, offensive, provocative or hateful language.
- Posting or sharing any content, which if said in person during the playing of the game would result in a breach of the rules of the game.
- Posting or sharing any content in breach of the Netball Australia member protection policy.





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- Posting or sharing any content that is a breach of any state or Commonwealth law.
  - Posting or sharing any material to our social media channels that infringes the intellectual property rights of others.
  - Posting or sharing material that brings, or risks bringing Central Netball Club, its affiliates, its sport, its officials, its association, members or sponsors into disrepute. In this context, bringing a person or organisation into disrepute is to lower the reputation of that person or organisation in the eyes of the ordinary members of the public.

**Reporting a breach**

If you notice inappropriate or unlawful content online relating to Central Netball Club or any of its members, or content that may otherwise have been published in breach of this policy, you should report the circumstances immediately to the Central Netball Club committee.

**Investigation**

Alleged breaches of this social media policy may be investigated by the Central Netball Club committee and disciplinary action may be taken as per the Central Netball Club constitution. Where it is considered necessary, Central Netball Club may report a breach of this social media policy to police.