



CHARLESTOWN NETBALL

ASSOCIATION INC.

BY-LAWS

Updated - 21 July 2014

CHARLESTOWN NETBALL ASSOCIATION INC. BY-LAWS

ALTERATIONS TO BY-LAWS

Alterations to By-Laws may be made at a General Meeting provided a written Notice of Motion relative to the alteration is submitted to the Secretary twenty-one [21] days prior to the next scheduled General Meeting. The alteration shall require a majority of at least THREE-QUARTERS of the financial delegates present and voting at the General Assembly Meeting.

1] POWER OF THE EXECUTIVE COMMITTEE

At the conclusion of the playing season the Executive shall act as a Management Committee, to carry on all Association business whilst in recess.

It shall have to power to carry out any other duties, which are delegated to it by the General Assembly Meeting. Such duties may vary from time to time and may be deemed to be carried out during the competition season or during recess.

Hereunder are listed the various duties of the Office Bearers of the above Association who are required to attend each Executive Meeting as advised.

2] DUTIES OF THE OFFICE BEARERS

1 PRESIDENT

- a] The president shall preside at all meetings and direct where necessary and has the casting vote.
- b] Be the liaison with the Secretary and Treasurer on matters pertaining to the management of Charlestown Netball Association.
- c] Be a member of the interview panel for selecting coaches when necessary.
- d] Be the spokesperson for the Association as required.
- e] Represent the Association as required.

2 VICE PRESIDENT

- a] Assists the President and presides in her absence.
- b] Shall be responsible for the Uniforms of the Representative players and personnel.
- c] Shall be responsible for trophies and Special Awards.

3 SECRETARY

The Secretary shall: -

- a] Keep a minute book.
- b] Keep a list of Life Members, Clubs and other
- c] Keep a list of Delegates names and addresses.
- d] Keep a list of Members names and addresses.
- e] Conduct all correspondence.
- f] Retain an annual record of results of Competitions of the Association.
- g] Prepare a report of the Annual Meeting.
- h] Conduct other business as directed by the Association.
- i] Prepare the agenda for all meetings, General, Executive and the Annual.
- j] Supply all Executive Members with a list of names, addresses and telephone numbers of all Executive Members.

4 ASSISTANT SECRETARY/MINUTES SECRETARY

The Assistant Secretary/Minutes Secretary shall: -

- a] Perform such duties as the Secretary may direct and issue all notices as required.
- b] Be responsible for all resource material.
- c] Record all minutes of all meetings of the Association at which the presence of the Minutes Secretary is required and in that capacity, shall forward a copy to the President and Secretary within seven [7] days.
- d] Forward a copy of the Executive minutes and Special Meeting minutes to every member of the Executive, within fourteen [14] days.

5 TREASURER

The Treasurer shall: -

- a] Be responsible for recording and controlling of all funds that may be established by the Association.
- b] Receive all monies payable to the Association issue receipt within seven [7] days.
- c] Bank all monies within seven [7] days of receipt.
- d] Keep necessary books of account and produce these when required.
- e] Pay all accounts.
- f] When necessary pay accounts where credit is on a restricted time basis and then have such payments ratified at the next meeting.
- g] Submit a financial report to each Association General Assembly Meeting.
- h] Present an audited balance sheet at the Annual Meeting.
- i] Send accounts as required.
- j] Pay New South Wales Association Limited affiliation fees by due date.
- k] Be responsible for all insurance, players, public liability etc; handle all claims.

6 ASSISTANT TREASURER

The Assistant Treasurer shall: -

- a] Perform such duties as the Treasurer may direct and may issue receipts for monies received and shall be responsible for any money received on behalf of the Association until it has been handed to the Treasurer.
- b] Be responsible for all the monies in relation to the Canteen.
- c] Receive all monies payable to the Canteen issue receipt within seven [7] days.
- d] Bank all monies within seven [7] days of receipt.
- e] Keep necessary books of account and produce these when required.
- f] Pay all accounts.
- g] When necessary pay accounts where credit is on a restricted time basis and then have such payments ratified at the next meeting.
- h] Submit a financial report to each Association General Assembly Meeting.

7 UMPIRES CO-ORDINATOR

The Umpires Co-Ordinator shall: -

- a] Chair all meetings conducted by the Umpires Committee.
- b] Submit a report to each Association General Assembly Meeting, and when called upon present a report to the Executive Committee.
- c] Conduct Umpires Theoretical Examination as set by New South Wales Association Limited and arrange for marking and keep a record of all theory results.
- d] Shall organise coaching and practical badges issued.
- e] Keep a record of all practical badges issued.
- f] Keep a record of all badged Umpires within the Association.
- g] Provide the President and Secretary with a copy of all practical badges issued.
- h] Allocate Umpires where necessary.

8 FIXTURES CO-ORDINATOR

The Fixtures Co-Ordinator shall: -

- a] Be responsible for all preparation of fixtures, issuing teams with lists of weekly fixtures and where possible the season's fixtures, complete with teams set down to umpire.
- b] Submit the fixtures for publication in the newspaper.
- c] Place fixtures in a prearranged place so that they are on public view.
- d] Be responsible for the copy of the fixtures to be placed in the Office at the Jack Stewart Centre.
- e] Prepare a report for presentation at the General Assembly Meeting and Executive Meeting.

9 GRADING CO-ORDINATOR

The Grading Co-Ordinator shall: -

- a] Chair all the meetings of the Grading Committee.
- b] Collect and record all information from the registration forms and previous point score, with deductions and without incurred deductions.
- c] Arrange grading times and dates and advertise it.
- d] Advertise final grades of the teams involved, prior to the competition commencing.

- e] Submit a report to the Association meetings as necessary.

10 COACHING CO-ORDINATOR

The Coaching Co-Ordinator shall: -

- a] Chair all meetings of the Coaching Committee.
- b] Co-opt all representative coaches onto the committee where possible.
- c] Organise coaching lectures and practical demonstrations.
- d] Prepare a report for presentation at Executive and General Assembly Meetings.
- e] Prepare and organise coaching for 11 years training squads.
- f] Liaise with the Representative Co-Ordinator and Umpires Co-Ordinator carnivals that Representative Teams is to attend.

11 SELECTION CO-ORDINATOR

The Selection Co-Ordinator shall: -

- a] Chair all meetings of the Selection Committee.
- b] Attend all selections of Representative and State League Teams.
- c] Prepare a report for presentation to the Secretary and Executive.

12 REGISTRAR

The Registrar shall annually: -

- a] Accept all registrations submitted on a date determined from year to year.
- b] Determine team names and uniform colours to avoid duplication.
- c] Allocate the respective registration forms to: -
 - 1] The Co-Ordinator of Grading Committee
 - 2] The respective recorders
 - 3] The Association Secretary
 - 4] Retain one [1] copy on file as a record of registered teams and players.
- d] Accept individual registrations and include them together with the date and date of birth and verification it applicable on the team registration forms.
- e] Delete from the registration form the name of those players who have been granted Association permission to de-register from a team.
- f] Notify the Secretary of the additional players N.S.W.N.A. Ltd membership list may be updated.
- g] Prepare a written report for the Association's General Assembly and the Executive Meetings

13 SENIOR POINT SCORE CO-ORDINATOR

The Senior Point Score Co-Ordinator shall: -

- a] Be responsible for the collection of the senior score sheets or the sheets of the divisions as decided from time to time, on each playing day.
- b] Check all score sheets to see that they meet the Associations requirements.
- c] Deduct points for: -
 - 1] Failure to Umpire matches
 - 2] Teams fielding any unregistered or unfinancial players
 - 3] For submitting an incorrect score sheet
- d] Publish weekly results in the paper if possible.
- e] Place progressive point score on the notice board or in a suitable place so that they can be viewed by the teams on a weekly basis.
- f] Provide the Umpires Co-Ordinator with a copy of the progressive point score.
- g] If possible publish point score in the paper two weeks prior to Semi Finals. Alternatively place the point at the Jack Stewart Netball Centre.
- h] Keep records on point score with and without deductions and supply a copy to the Grading Co-Ordinator and the Secretary.
- i] Be available on the grounds during the Senior Fixtures or Divisions applicable and be present at the Charlestown Netball Association Carnivals to assist with the recording of results.
- j] Prepare a written report for the Association's General Assembly and the Executive Meetings

14 JUNIOR AND INTERMEDIATE POINT SCORE CO-ORDINATOR

The Junior and Intermediate Point Score Co-Ordinator shall: -

- a] Be responsible for the collection of the score sheets which are applicable.
- b] Check all score sheets to see that they meet the Associations requirements
- c] Deduct points for: -
 - 1] Failure to Umpire matches
 - 2] Teams fielding any unregistered or unfinancial players
 - 3] For submitting an incorrect score sheet
- d] Publish weekly results in the paper if possible.
- e] Place progressive point score on the notice board or in a suitable place so that they can be viewed by the teams on a weekly basis.
- f] Provide the Umpires Co-Ordinator with a copy of the progressive point score.
- g] If possible publish point score in the paper two weeks prior to Semi Finals. Alternatively place the point score on view at the Jack Stewart Netball Centre.
- h] Keep records on point score with and without deductions and supply a copy to the Grading Co-Ordinator and the Secretary.
- i] Be available on the grounds during the Junior/Intermediate Fixtures or Divisions applicable and be present at the Charlestown Netball Association Carnivals to assist with the recording of results.

- j] Prepare a written report for the Association's General Assembly and the Executive Meetings

15 CANTEEN CO-ORDINATOR

The Canteen Co-Ordinator shall: -

- a] Have the right to order and purchase stock for the Canteen.
- b] The Canteen Purchasing Officer shall be responsible for the stocking of all goods for sale in the canteen and shall keep a weekly record of all such goods.
- c] When any special events requires the canteen to be available the Canteen Purchasing Officer shall see that it is fully stocked for such occasions.
- d] Notify the President or Secretary of any breakdown in equipment in the canteen.
- e] Shall consult with the President or the Secretary when the need for replacement or repair of equipment occurs.

16 FUND RAISING CO-ORDINATOR

The Fund Raising Co-Ordinator shall: -

- a] Chair all meetings of the Fund Raising Committee.
- b] Organise Fund Raising for the Representative Teams.
- c] Organise Fund Raising for the Association.
- d] Prepare a report for presentation at the General Assembly Meetings and Executive Meetings.
- e] Submit a written report for the Associations annual Meeting.

17 PUBLICITY CO-ORDINATOR

The Publicity Co-Ordinator shall: -

- a] Collect information of interest and importance and prepare it for Media and/or advertising.
- b] Keep a record of all items sent to the media.
- c] Keep a record of all items published.
- d] Prepare a report for presentation at the General Assembly Meetings and Executive Meetings.
- e] Submit a written report for the Associations annual Meeting.

18 REPRESENTATIVE CO-ORDINATOR

The Representative Co-Ordinator shall: -

- a] Be responsible for the booking of all necessary arrangements regarding travel accommodation and meals for Representative personnel.
- b] Chair the information meeting with parents and players.
- c] Provide the President, Secretary, Treasurer, Vice President, Coaches and Managers with all relevant information on Representative Personnel.
- d] Liaise with the Coaching and Umpires Co-Ordinator's on all Carnivals the Representative Teams are to attend.
- e] Be in control of the distribution and return of and Representative equipment.
- f] Liaise with the Publicity Co-ordinator on media releases for Reps.
- g] Prepare a report for all Executive Meetings.
- h] Submit a written report for the Associations Annual Meeting.

19 DELEGATES, PROXY DELEGATES TO N.S.W.N.A. Ltd.

The Delegates, Proxy Delegates to NSWNA Ltd shall:

- a] Attend all NSWNA meetings as scheduled.
- b] Report to the General Assembly and Executive Meetings.

20 DELEGATES, PROXY DELEGATES TO LAKE MACQUARIE SPORTS COUNCIL

The Delegates, Proxy Delegates to Lake Macquarie Sports Council shall:

- a] Attend all Lake Macquarie Sports Council meetings as scheduled.
- b] Report to the General Assembly and Executive Meetings.

SUB COMMITTEES

Persons elected to the following committees are not required to attend the Executive Meetings, but they come under direct jurisdiction of their respective Co-Ordinator. To all these Committees the President, Secretary and Treasurer are ex officio. All committees have the power to co opt as required. All persons serving on committees may be called upon to do office duties if required.

GRADING COMMITTEE

Duties and functions include: -

- a] To assist the Grading Co-Ordinator

GROUND'S MANAGEMENT COMMITTEE

The Grounds Committee shall: -

- a] Inspect every court regularly to establish if fit for play.
- b] Notify the President or the Secretary of any pertinent matters.
- c] Report unsuitable uniforms or attire being worn by the players.
- d] Ensure that the toilet paper dispensers are kept filled in the male and female toilets. Notify the Executive when stacks need replenishing.
- e] Ensure that the Facilities of the park and the building are not being abused or damaged.
- f] Have the power to speak to any person on the park in relation to litter [in accordance with Local Council Ordinance].

COACHING COMMITTEE

The Coaching Committee shall assist the Co-Ordinator in: -

- a] Plan and conduct coaching seminars and lectures.
- b] Provide as much practical demonstration work as possible.
- c] Answering requests for assistance from any registered Club.

UMPIRES COMMITTEE

The Umpires Committee shall:

- a] Be responsible for the allocation of umpires to all competition games, Semi-Finals, Finals and Grand Finals.
- b] Appoint umpires for all Representative Netball Carnivals and training sessions as required.
- c] Programme all umpires lectures/courses and examinations held at Association level.

MEMBER PROTECTION POLICY

The Netball NSW Member Protection is adopted and recognised as applicable to all members of the Charlestown Netball Association.

CANTEEN OFFICERS [4]

The 4 Canteen Officers shall work in conjunction with the Purchasing Officer and shall: -

- a] If the need arises they may elect one person to be Senior Supervisor and delegate to Charlestown Netball Association Committee who will act as Purchasing Officer in the absence of the Purchasing Officer.

ASSOCIATE MEN'S MAINTENANCE COMMITTEE

The Associate Men's Maintenance Committee shall: -

- a] Carry out the maintenance work programme as detailed each year.
- b] Act as adviser regarding the condition of the playing surface at Riawena Park and any other playing courts which may be used during the competition season.

REGISTRATIONS

- a] Team registrations close on the date fixed by the Executive Committee each year.
- b] Such registrations shall be made on the official registration forms, and shall be accompanied by the registration fees otherwise the entry will not be accepted.
- c] Registration forms not accepted with less than five [5] players
- d] Teams to be completed Saturday before play.

REGISTRATION FEES

- a] Registration fees shall be set by Executive Committee prior to each season.
- b] The registration fee shall include any extras as may be applicable.
- c] Any additional extras, that occur after the registration fee has been fixed, shall be paid by every member to whom such fees shall apply.
- d] Non payment of fees due shall make the player or person unfinancial and therefore ineligible to participate in the competition or take part in any of the business affairs of the Association.

DE-REGISTRATIONS

A player may be de-register from any team and the following conditions shall apply: -

- a] Forty eight [48] hours notice prior to the competition game due to be played must be given to the Registrar to whom the player shall supply all the relevant information required.
- b] Should the Registrar not be available the player must contact the Secretary and the same conditions as above shall apply.
- c] If contact cannot be made with either the Registrar or the Secretary the player must contact an Executive Member and the player must follow up the notice of intention to de-register at the Office at the Jack Stewart Netball Centre providing the table duty attendant with all the details including the name of the Executive Member contacted as well as the day, date and time of contact.
- d] Association permission will be deemed to be granted only if the above procedure is completed.
- e] If a player has paid fees and de-registers the following will apply:
 - 1. If a player is de-registering from a team prior to the commencement of the competition and is registered with NSW then no NSW fees can be refunded and an administration fee (set by the Executive) will apply.

2. If the player has played one or more games no registration fee will be refunded as they are deemed to have played in the competition.
3. If a team withdraws from the competition after the fixtures are completed but before the competition starts and administration fee (set by the Executive) will be deducted and balance paid to the team. If registered with Netball NSW then no NSW fees will be refunded.
4. If a team wishes to join the competition and is permitted to pay on the first day/night of competition and then withdraws from the competition and the administration fee is not paid, then the player/team will be declared unfinancial and unable to play with Charlestown Netball Association until the fee is paid.

ADDITIONAL REGISTRATIONS BY INDIVIDUAL PLAYERS

- a] Additional players may register at any time during the season whilst the competition point score is in operation.
- b] These players must supply all relevant information to the person on table duty in the office and where necessary provide acceptable proof of date of birth. Failure to provide acceptable proof of date of birth may result in a refusal to accept the registration of such player.
- c] Registration of additional players must be done fifteen [15] minutes before the game, in which they play, begins.
- d] When a player has de-registered from a team and that player is applying for registration with another team participating in the current competition, consideration will be given to previous fees paid other than the basic registration fee. The basic registration fee shall be paid by such players.
- e] Once a player has de-registered from any team having complied with the de-registration conditions, and re-registered with another team participating in the current competition, that player is deemed part of the later team and may not de- register again during competition.

SOME PLAYERS MAY PLAY IN TWO TEAMS A DAY.

- a] This does not include Modifieds or Juniors.
- b] Players from Intermediate upward.
- c] Players must be a member of a club to qualify and players can only play twice for the same club.
- d] Independent teams may use players from a lower grade Independent Team.
- e] Players must notify the Registrar before playing the 2nd game on the day.
- f] After 3 games the player must continue to play in the Higher Graded Team and not return to the Lower Graded Team.
- g] Players cannot play twice in the same grade.
- h] Normal conditions apply for Semi's/Finals.
- i] Umpire must sign the score sheet to indicate playing in the Higher Grade.
- j] Players must play in the Registered colours of the team
- k] A maximum of two players to be taken up to the one team per day.

COMPETITION

The competition shall be controlled by the Executive Committee. Duration of the competition shall be set by the Executive prior to each season.

COMMENCEMENT OF COMPETITION MATCHES

- a] The ringing of the bell shall signify the beginning and the end of each quarter BUT the game will start and finish with the blowing of the Umpires whistle, and this shall apply to all quarters or halves.
- b] Play must commence at the time set down in the fixture.
- c] Play may only be delayed where a player is playing [i.e. the Umpire] or is umpiring a previous match. This will only apply during Semi Finals and Finals and Grand Finals.
- d] Players may not take the field unless attired in the approved uniform.
- e] A team may commence a match with no fewer than five [5] players.
- f] Every match shall consist of four [4] fifteen [15] minute quarters which will be timed at the Office.
- g] Modified matches 7, 8, 9 Years shall consist of four [4] ten [10] minute quarters, which will be timed at the Office.
- h] No injury time will be added in the ordinary matches.
- i] Injury time will only be allowed in Semi Finals, Finals and Grand Finals and then the injury time must be added to the quarter in which the injury occurred. The time allowed for injury will be as per Rule Book.
- j] Should an injury occur, or a position is vacant, reserves may take the field at any time during the game providing they comply with all the regulations and rules as set out in the Netball Rule Book.

DEFERRED MATCHES

Deferred matches will only be granted to teams, who have Players, Umpires or Officials concerned in the New South Wales Netball C.N.A. Representative Teams competing at representative level fixtures. Such games to be played at the discretion of the Executive Committee. Players who are involved in Representative Teams of the P.S.A.A. and such teams are departing on a competition day, then these players may apply for an earlier game to assist in arrangements of departure time, which may be granted if the opposing teams agree.

DISBANDING OF TEAMS

- a] Should a team disband during a season, all players may re-register with other teams.
- b] If the players come from higher grade or division and are re-registering with a lower grade or division then only one [1] player per team will be allowed.
- c] Where players intend to re-register with a team in a higher grade or division two [2] players will be allowed per team.

DISPUTED MATCHES

Any team, which disputes any aspect of the match played on the day, may report it immediately to a committee member. The following procedure shall be observed: -

- a] The score sheet for the game concerned will not be signed.
- b] The nature of the dispute shall be stated in detail on paper, which is available from the office. The Captain shall sign the sheet of paper as an official dispute. The paper shall be attached to the Score Sheet and placed in the Score Sheet Result Box.
- c] Where score sheets are disputed by one [1] goal an extra five [5] minutes each way shall be played. The resulting score from these ten [10] minutes shall be the final result of the game.

REPLAY OF DISPUTED MATCHES

Where decided by the Tribunal disputed games replayed: -

- a] The game shall be replayed on a day or night on a date set by the Judiciary Committee
- b] Such games will require independent Scorers and Time Keeper and Association Officials.
- c] Teams concerned may field any player registered with their team for any such replays, excluding any player under suspension.
- d] Teams may not register extra players for this replay.

WET WEATHER

- a] Fixtures may be totally or partially abandoned in the event of the courts being unplayable on the day of play.
- b] Notification is made on the Charlestown Netball Associations website and on the Facebook page. Unless an announcement that there will be NO PLAY at Charlestown Netball Association Competition **all players shall attend the courts as per draw.**
- c] Should rain interrupt or prevent matches, which may be playing different time slots, these games will be postponed and replayed at a later date if necessary to complete a grade fixture. The Fixtures Committee shall determine the date and time of such matches.
- d] Where all games of any division are being played in the one time slot and rain stops further play, provided the games have reached half time the games will be deemed to be completed. The score when the game is called off, will be the final score at no matter what time after half time the game is called off.
- e] Games called off due to weather shall be played on a suitable wet weather day or Monday Night determined by the Executive Committee.

END OF SEASON

The Competition shall conclude in the following manner: -

- a] Minor Premiers shall be the teams who has accumulated the most points taking into account games played, forfeits and points accumulated from completion of the teams obligations and loss of any penalty points.
- b] In the event of two or more teams on equal points such teams shall be declared Joint Minor Premiers.
- c] Minor placing's will be decided by position on the point score. In the event of two or more teams finishing on second/third with equal points then goal average will occur to determine who is second and third.
- d] In the event of three teams finishing on third with equal points then goal average will occur to determine who is third and the position of fourth will be decided after a play-off match between the remaining two teams.
- e] In the event of two or more teams finishing on fourth, positions for the semi-finals will be decided after a play-off match (matches) are conducted. These games will be completed at a time decided by the Executive and should be held as soon as practicable.

SEMI FINALISTS

Semi Finalists shall be draw as follows: -

1 Vs 2
3 Vs 4

FINALISTS

Finalists will be drawn as follows: -

- a] Winners of the Major Semi Final to automatically go direct to the Grand Final
- b] Loser of Major Semi Final to play winner of Minor Semi Final and winner of that Final to play winner of Major Semi Final.

GRAND FINALISTS

Grand Finalists shall consist of the winner of the Major Semi Final and winner of Final played between loser of Major Semi Final and winner of the Minor Semi Final.

EXTRA TIME

When goal scores are even at full time in Semi Finals, Finals and Grand Finals the following procedure will be adhered to: -

- a] Change ends immediately.
- b] The toss will be made for the Centre Pass, the Captains will notify the Umpires, which Captain will Toss and which Captain will call her choice of Heads or Tails. The Umpire will witness this action.
- c] The teams will play seven [7] minutes play a further seven [7] minutes. They shall keep the continuity of the centre pass as from the toss when extra time as declared needed. No substitutions are allowed during the changeover.
- f] In Semi Finals, Finals and Grand Finals after the extension of time and if the match still has a drawn score [i.e. goals are even], the match will proceed and the following will occur: -umpire will indicate, game will continue (no changing of ends) the first team to have a two goal advantage thereafter shall be declared the winner of the match.

RULES AND GENERAL INFORMATION FOR PLAYERS

- (a) A Senior Player constitutes one who has reached the age of 18 years at the 31st December in the year of play.
- (b) A Junior Player constitutes one who is over the age of 10 years and under the age of 17 years at the 31st December in the year of play.
- (c) A Modified Player constitute one who is under the age of 10 years at the 31st December in the year of play
- (d) Some players may play in two teams a day.
 - This does not include Modifieds or Juniors.
 - Players from Intermediate upwards.
 - Players must be a member of a club to qualify and players can only play twice for the same club.
 - Players must notify the Registrar before playing the 2nd game.
 - After 3 games the player must continue to play in the Higher Graded Team and not return to the Lower Graded Team.
 - Players cannot play twice in the same grade.
 - Normal conditions apply for Semi's/Finals.
 - Umpire must sign the score sheet to indicate playing in the Higher Grade.
 - Players must play in the Registered colours of the team
 - A maximum of two players to be taken up to the one team per day.
- (e) When circumstances arise that necessitate matches having to be played at times and on dates other than the usual Saturday, to facilitate completion of competition games, players will be required to make themselves available for such matches.

RESERVES

- (a) A Reserve Player must play (3) three competition matches with the team concerned to become eligible to play in play-offs, semi-finals and grand finals.
- (b) If a player has played previously in the day in another team the ticket given to them by the registrar **must** be attached to the score sheet.
- (c) Reserves may only play 3 (three) competition matches in white uniform; thereafter reserves must play in the uniform of that team.
- (d) If the uniform is no longer available a letter giving details must be submitted to the Association, applying for permission to wear white.

- (e) Reserves or teams who have applied for permission to play in white must present themselves before the Umpires Co-Ordinator or Umpires Committee member for approval of the suitable white clothing and this shall occur each day of play while ever the player has not got the correct registered uniform of the team.
- (f) The player or teams concerned shall be issued with a permission slip which shall be shown to the umpires before play starts and the permission slip must be attached to the score sheet on the completion of the game.

UNIFORMS

- (a) Players in a team in competition matches shall all wear the same uniform of their team, this uniform must be registered with the Registrar and teams may only wear the approved styles.
- (b) All players are compelled to wear regulation position patches at all times (New South Wales Netball Association Ltd ruling) and be fully visible to the umpires for the duration of the match.
- (c) Teams may wear an approved style netball skirt with either a shirt with a collar and sleeves or no sleeves or if a collarless shirt it must have sleeves. Approved body suits may be worn.
- (d) Underwear must be the colour of the skirt, or be navy or black, but if the skirt is white black or navy to be worn (not white). The underwear shall be waist high and shall have a fitted leg; bike pants are not permissible.
- (e) Sandshoes, gym boots or joggers must be worn.

UMPIRES

- (a) No official match shall be played without umpires.
- (b) Each team shall provide one (1) umpire who shall umpire in accordance with the official rules of netball.
- (c) Umpires are directed to recognise that the game will start and finish with the bell, which shall be controlled at the office. This is a local ruling only and shall apply to all ordinary competition games and play-offs held at by Charlestown Netball Association. However the umpire's whistle will actually start and finish the quarters and the game. The bell only indicates that time has expired.
- (d) Teams qualifying for semi-finals, finals and grand-finals must supply a timekeeper, but only one timepiece (supplied by the Association) shall be recognised and a time keeper from each team is required to check time on this one timepiece. Time for all the above games shall be done individually

on each match. Injury time is allowed on the above matches as per rule book.

- (e) In order to be a member of a selected representative team, State Age players must hold a current theory pass in the N.S.W.N.A. Ltd State Umpires Theory Examination in the year of representation.
- (f) Failure to umpire three (3) allocated competition games will automatically disqualify such teams from playing in any competition matches in the current season.
- (g) Every team shall supply one (1) umpire each week, failure to comply with such ruling will render such teams liable to loss of two (2) points if Junior or Intermediate team and three (3) points plus a \$40 fine if Senior team.
- (h) All umpires shall be required to be checked off at the umpire's table in the hall. This ruling shall also apply to listed reserve umpires who shall be subject to the loss of points penalty for failing to umpire as well as item (f) which will apply.
- (i) Umpires shall be required to be attired in suitable white clothing approved by the Association (NSWNA directive), but team umpires may umpire in the uniform of their team. All Representative Umpires (State League, Interdistrict, Hunter Interdistrict, State and State Age) must be attired in white.

FORFEITS

- (a) A team shall receive a forfeit when: -
 - (i) The opposing team fails to field at least five (5) players.
 - (ii) The opposing team fails to complete a match commenced.
 - (iii) The opposing team is more than two (2) minutes late for the game.
- (b) Teams receiving forfeits must fulfil umpiring duties as scheduled.

ASSOCIATION FORFEITS

- (a) An Association forfeit shall occur when: -
 - (i) A team withdraws from the competition.
 - (ii) When a team forfeits three (3) matches in succession.
 - (iii) When a team fails to umpire three (3) matches.
- (b) Teams receiving Association forfeits must fulfil their umpiring duties as scheduled.

- (c) Teams receiving an Association forfeit may submit a score sheet listing seven players maximum number on a forfeit score sheet and it shall be signed by the captain and placed in the score sheet box on the day of the forfeit.

POINTS

Points will be allocated as follows:

- (a) Three (3) points for a win.
- (b) Three (3) points for a forfeit.
- (c) Three (3) points for a bye, which shall be awarded if all games in that grade or division, are played.
- (d) Two (2) points for a draw.
- (e) One (1) point for a completed game is awarded to the losing team.
- (f) Three (3) points to the opposing team of a team playing any unregistered player in a competition game.

Points will be taken away if any of the following occurs:

- (a) One (1) point for an incomplete score sheet
- (b) Three (3) points for Senior and Intermediate teams for failure to umpire
- (c) Two (2) points for Junior teams for failure to umpire
- (d) Three (3) points if a winning team plays an unregistered or unfinancial player, (these points are then added to the losing team).
- (e) Three (3) points if a losing team plays an unregistered or unfinancial player

In play-offs, semi-finals, finals and grand-final win shall be awarded to the opposing team of a team playing any unregistered player or fielding a player who has not met the qualifications of having played three (3) games for that team.

CARNIVALS

- (a) Registration fees for carnivals must accompany entry forms or the entry will not be accepted.
- (b) Entries will not be accepted after the closing date as set by the Charlestown Netball Association and such date will be set to allow time for entries to be sent to the host association.
- (c) Conditions of entry form must be adhered to.
- (d) If the carnival is being conducted by Charlestown Netball Association, trophies will be decided upon by the Executive from time to time.
- (e) Catering arrangements to be handled by the Canteen Co-Ordinator and Treasurer.
- (f) Fixtures Co-Ordinator to make all arrangements fixtures sheets and to work in conjunction with the recorders.
- (g) All matches must be completed by 5pm. (N.S.W.N.A. Ltd ruling)
- (h) Teams entering carnivals and failing to participate after fixtures are compiled are liable to a fine of \$50 (N.S.W.N.A. Ltd ruling)
- (i) When teams from the Association participate in carnivals at other Association grounds it will be necessary for an Official to be appointed to accompany the team as a representative of the Association. The official shall be in charge of the teams and shall have the right to act on behalf of the Association in cases of necessity.

NIGHT-TIME USE OF COURTS

- (a) Teams wishing to use the lighted courts at Riawena Park must apply in writing on the correct form to the Treasurer for an allotted time.
- (b) Roster of allotted times will be on view in the office window at Riawena Park.
- (c) Use of courts by teams without permission is not allowed.
- (d) Dates, times and arrangements for the use of the lighted courts for Representative teams training sessions may necessitate some adjustments to allocation times. Teams affected will be notified.
- (e) If a night competition is arranged at any time it shall take precedence over individual teams training sessions.

VARIATION TO FIXTURES

Any variation to time of fixtures will only be allowed under extremely special circumstances. These exceptions will be in relation to New South Wales's Representative personnel and players involved in Representative P.S.A.A. netball and State fixtures. Such applications to be in writing, opposing team to be consulted and captain's signature to be obtained indicating agreement.

PRESENTATION OF TROPHIES

The format for such functions for the presentation of trophies to be decided by the Executive Committee.

PERPETUAL TROPHIES

All trophies, which are perpetual trophies, are to be held at the Charlestown Netball Association's headquarters.

COMPLAINTS

- (a) Complaints may be made to any Executive member set out in a letter with full details to be sent to the Secretary.
- (b) Complaints in regard to umpiring or players behaviour on the court must be presented to an Official, on the Official Complaint form on the day of the game.

LOST PROPERTY

All lost property to be disposed of at the conclusion of the season.

PARKING AREAS

Spaces left for Ambulance vehicles to be observed and be left free at all times.

Vehicles must not block the access areas. Vehicles must not park in the cemetery grounds as the park ranger has the right to issue the offender with a fine.

LITTERING

The grounds and surrounding areas are subject to Local Council ordinances and any person guilty of littering may be subject to a fine for such offences.