



Diamond Creek Netball Club Inc.

Incorporation No. A0061155M

BYLAWS

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DEFINITIONS

“Constitution / Rules” means the constitution/rules of an Association or Club. It may otherwise be referred to as the Rules of Incorporation. If an incorporated association does not have its own Constitution, the model rules will apply.

“Bylaws” are additional rules which apply to members which generally deal with internal and administrative matters. The Bylaws are made under the Constitution. Accordingly, the Bylaws are subordinate to the Constitution and must not be inconsistent with the Constitution. An Association or Club should have a clause in the Constitution that provides the power to the Board or Committee to make Bylaws.

“DCNC” means Diamond Creek Netball Club.

“The Club” means Diamond Creek Netball Club.

“The Committee” means the Committee of the Diamond Creek Netball Club

“DCFNA” means Diamond Creek Force Netball Association.

“Association” means the Netball Association which the DCNC team is playing within.

“Committee” means Diamond Creek Netball Club Committee.

In recognition of the foundation partnership role that Diamond Creek Netball Club historically have played in the formation of DCFNA, the club will have access to the clubrooms, training equipment and office space in perpetuity.

SPECIAL NOTE

All previous by-laws, policies and agreements are expressly displaced by these by-laws effective from the date of implementation.

1. COMMITTEE

The Diamond Creek Netball Club Committee (The Committee) is responsible for the fiscal and legal management of the club, according to any applicable Commonwealth and/or State legislation.

The Committee will consist of the following positions: -

- President
- Vice President
- Secretary
- Treasurer
- Club Coordinator
- Coaches Coordinator
- Player Development Officer/s
- Representative Team Coordinator
- General Committee

2. CORRESPONDENCE

All correspondence should be directed to the Club Secretary and/or DCNC Club Co-ordinator.

3. MEMBERSHIP

Non-Voting Members

Club Member

- Players and coaches of DCNC.
- Parents of players playing for DCNC that have completed a DCNC register to play form and signed parent code of conduct.
- Committee members of the DCNC.
- Life Members of DCNC.

Associate Member

- Any club member under the age of 15 years.
- Or such person as determined by a Special Resolution of the members at a General Meeting.

Membership Fees For Non-Voting Members

- There shall be no annual membership fee once the joining fee is paid.

Voting Members

- Committee members of DCNC.
- Life Members of DCNC.
- Club members who have completed a prescribed form pursuant to the DCNC Rules (Model Rules) to become a voting member and paid the nominated fee. Applications to be approved by the Committee no later than the Committee meeting immediately prior to the AGM. Prescribed form in members handbook.

Membership Fees For Voting Members

- The nominated membership fee for Voting Members for is set by the Committee and is currently set at \$5.00. Voting membership expires at 31 December of each year.

4. INFORMATION TO MEMBERS

The Club shall provide the following information to all members prior to the start of the season:

- Club contact details
- Club venue address
- Association Rules of Competition
- Club Rules of Incorporation and By-Laws
- Fixtures
- Team training details – date/time/venue
- Contact details for Team Officials
- Contact details for Club Official/s
- Club calendar of Events, Closing Dates

The Club shall produce and distribute a Club Newsletter

- The newsletter shall be produced at a minimum once a season
- The newsletter shall be distributed to each team member via email

5. FINANCES

The Committee shall set fees annually. The fees shall be calculated to cover the costs of:-

- Team Entry
- Equipment
- Coaching costs
- Trophies & Awards
- Club membership costs

Fees must be paid no later than the third match of the season. Players will not be permitted to take the court until fees are paid unless arrangements in writing have been made with the Club Coordinator.

Reimbursement/Payments

Committee members shall be entitled to claim reasonable expenses incurred whilst acting in an official capacity. Receipts must be supplied.

6. PLAYER REGISTRATION DAY

The Committee shall nominate a Player Registration day/s prior to the start of the competition for which domestic teams are to be selected by a Team Selection sub-committee.

Players wishing to be considered for selection into a team must:

- Complete the official Registration Form which includes-
 - Medical Indemnity Form/Consent Form
 - Codes of Behaviour.
 - Photo Release Form

All players who submit a Registration Form shall receive an Information Booklet at the start of the season. The Information Booklet (which maybe done via email) shall include:

- Due date and amount of all fees and levies that are to be paid for the season, including Registration Fees, Court Fees, Netball Victoria. Fees and any other fees that may be deemed necessary for that season.
- Details of uniform requirements and costs.
- Information regarding any meetings or other requirements of the Club, Association or Netball Victoria.

Players failing to submit a Player Registration Form will be placed into a team of their age group where there is a vacancy or if a new team is able to be created.

New players are welcome at any time to join and will be placed into a team temporarily until a permanent position in that team or any other team becomes available.

In addition to club registration, it is the responsibility of the player/parents to register with Netball Victoria.

7. ANNUAL EVENTS/SOCIAL CALENDAR

The Club shall organise the following Social activities annually:

- Christmas Party & Presentation Night (see point 14).
- Diamond Creek Town Fair. Encourage all club members to march with the Diamond Creek Netball Club in the Annual Town Fair Parade.
- Other social activities to be determined annually by the Committee.

8. NETBALL VICTORIA MEMBERSHIP

Netball Victoria membership fee is set annually by Netball Victoria. All players and coaches must be current Netball Victoria members. As detailed in point 6, it is the player's responsibility to register with Netball Victoria.

9. AGE REQUIREMENTS

Participant age is determined as at 31st December of that year. Minimum age requirements are:

- Open Sections
- 17 and Under
- 15 and Under
- 13 and Under
- 11 and Under
- 9 and Under
- Net Set Go

10. UNIFORM

The Club uniform is compulsory. For girls is a royal blue dress with matching undershorts and for boys royal blue shorts/t-shirt. Other non-compulsory uniform items are also available for purchase. Players will not be permitted to take to the court unless they are in full uniform as per Game Rules set out by the Association in which the team is playing.

11. SELECTION OF TEAMS

A Team Selection sub-committee shall be formed whose duties shall be to review all the player registrations and form teams for the domestic competition based on age group, ability and any other criteria, which the Team Selection Sub-Committee deems appropriate. Representative players to be spread evenly amongst the teams playing in the competition.

12. REPRESENTATIVE TEAMS

Diamond Creek Netball Club shall notify all club members in writing as to when tryout and selections for Diamond Creek Force Netball Association and Diamond Creek Netball Club Representative teams are to be held no later than two weeks before the closing date. All club members are eligible to tryout in their age group.

To be eligible to play in the Diamond Creek Netball Club Representative Team, a player must play for Diamond Creek in the domestic competition. Any player can trial for the Diamond Creek Netball Club Representative Team however if successful then must play for Diamond Creek Netball Club in the domestic competition.

13. TEAM OFFICIALS

The team officials are Coach and Manager.

Coaches

- A coach shall be appointed for each selected team. A call for applications to appoint a coach shall be made no later than November for the following year.
- All coaches must have a minimum coaching accreditation or be offered basic training as possible.
- All coaches must have a current Working With Children Check unless exempt such as VIT registered teachers or current members of the Victorian Police.

Team Managers

- If a person is available and willing.
- All team managers must have a current Working With Children Check unless exempt such as VIT registered teachers or current members of the Victorian Police.

14. AWARDS

DOMESTIC

Awards will be presented in each age group or where applicable.

Included in these awards is the Club Player of the year. This is not a Best & Fairest Trophy.

Club Player of the Year MUST meet the following criteria.

- Attends training every week.
- Great attitude towards coach.
- Great attitude shown to opposing team, officials and umpires.
- Overall shows a love of the game but not necessarily the best player in the team.

For players to be eligible, coaches will nominate players from his/her team to be the winner of such awards. Nominations can be accepted via email or verbally to the Club Co-Ordinator.

REPRESENTATIVE

The following awards will be presented for each representative team:-

- MVP
- Runners Up MVP
- Coaches Award

15. PRESENTATION DAY/NIGHT

- At the conclusion of the year, an Annual Presentation Event for domestic teams shall be held.
- An Annual Presentation Event/s shall be held for DCNC Representative Teams.
- The date and format shall be determined annually by the Committee.
- The date, time, venue and format shall be provided, in writing, to all members at least one (1) month prior to the event.
- Presentation of all awards shall be made on the Presentation Day/Night.
- Recognition of achievements shall be made on Presentation Day/Night.

16. FUNDRAISING

- The Club shall conduct fundraising activities during each year as the need arises.
- The Committee shall determine the fundraising activities.
- Individual Teams must seek approval from the Committee for any individual fundraising activities.
- Teams must apply in writing at least four weeks prior to the event, providing details of and rationale for the fundraising activity.
- Information as to how the activity will be organised, including risk management and safety measures if relevant must be provided.
- All members are expected to support the fundraising activities.
- All members shall be given no less than one month's notice, in writing, of fundraising activities.
- Permits where required by Council or the State of Victoria shall be obtained by the Event Co-Ordinator.

17. CANTEEN / BBQ

DCFNA (and/or Association – if applicable) operates a canteen and BBQ during the year. It is expected that DCNC teams will perform canteen and BBQ duty (and any other duty) as requested.

18. COURSES, SEMINARS & OTHER OPPORTUNITIES

- The Club shall provide notification of opportunities for all club members to improve their skills by attending courses, seminars and other personal development activities.
- The Club shall encourage club members who wish to attend appropriate courses, seminars and other personal development activities.
- The Club shall encourage and finance club coaches who wish to attend appropriate courses, seminars and other personal development activities (pending approval of the Committee).

19. ACCREDITATION

- The Club shall ensure that all officials have current appropriate minimum qualifications.
- Where current minimum qualifications/accreditation standards are not met The Club shall encourage and support the member/s to achieve the minimum standard qualification/accreditation or will attend the next available training accreditation.
- The Club shall encourage and finance club members who wish to attend appropriate courses, seminars and other personal development activities (pending approval of the Committee).
- All officials should have mandatory Working With Children Check or equivalent unless exempted by legislation.

20. RISK MANAGEMENT

Injury Reporting

- The Club is responsible for recording all injuries of the injured player from its team (or players' guardian for players under 18) on the Association Injury Report Form.

21. FIRST AID

The Association will provide a first aid kit for competitions played at the Association's venue.

The Diamond Creek Netball Club will provide a first aid kit when not playing in an Association competition such as training.

The Association will have a designated area for the treatment of injuries, which will be clean and accessible at all times.

22. EMERGENCY PROCEDURES

Ring for an ambulance, police or any other emergency services if deemed necessary.

23. WEATHER

In the case of extreme weather conditions, the Diamond Creek Netball Club will follow Netball Victoria Hot Weather Policies. During competition the Association determines if play is to be cancelled in wet or hot conditions.

24. BLOOD POLICY AND INFECTIOUS DISEASES

The Diamond Creek Netball Club will adopt and comply with Netball Victoria policy on blood policy and infectious diseases.

25. SMOKE FREE

The Diamond Creek Netball Club will adopt a SmokeFree policy as prescribed by Quit Victoria. This will include indoor venues and outdoor court surroundings.

26. SUN PROTECTION

The Diamond Creek Netball Club will adopt a SunSmart policy as prescribed by the Cancer Council Victoria.

27. CODES OF BEHAVIOUR

The Diamond Creek Netball Club will adopt Codes of Behaviour as prescribed by Netball Victoria. These Codes can be viewed at <https://vic.netball.com.au>.

28. CHILD SAFETY IN NETBALL

The Diamond Creek Netball Club is responsible for the observance, promotion, enforcement and monitoring of the Child Safety in Netball Policy and Code of Conduct.

The Club will take responsibility for the management and administration of the application of the Netball Victoria Working With Children Check Regulation.

29. CYBERSAFETY POLICY

The Diamond Creek Netball Club will adopt Netball Victoria Cyber Safety Policy.

30. POLICIES

The Diamond Creek Netball Club will adopt relevant policies introduced by Netball Victoria/Netball Australia as amended from time to time.

31. DISPUTE RESOLUTION

Diamond Creek Netball Club will follow guidelines detailed in the Club's Constitution/Rules (Model Rules For Incorporated Associations - Associations Incorporation Reform Act 2012).

32. SPECIAL CIRCUMSTANCES/PROVISIONS CLAUSE

Where this Bylaw is silent on a particular matter, a decision can be made by the Committee. In exceptional or extenuating circumstances, the Committee may, acting responsibly, alter, vary or waive the requirements set out in these Bylaws relating to the Diamond Creek Netball Club.

33. INDEMNITY

Exempt where provided or required by law and such cannot be excluded, the Club and its respective directors, officers, members, servants or agents are absolved from all liability however arising from injury or damage, however caused, arising whilst participating in the Club's activity as a member.

VERSION CONTROL			
Version	Date	Author	Change Description
1.1	11/12/2018	Clayton Nolan	All previous by-laws, policies and agreements are expressly displaced by these by-laws effective from the date of implementation. Bylaws ratified at Diamond Creek Netball Club Committee Meeting on 11/12/2018.