



Diamond Creek Netball Club Inc.

Incorporation No. A0061155M

**BYLAWS**

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**“Constitution”** means the constitution 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.

**“DCFNA”** means Diamond Creek Force Netball Association.

**“NFNA”** means Nillumbik Force Netball Association, formally Diamond Creek Force Netball Association

**“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.***

## **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 Co-ordinator
- Coaches Coordinator
- Player Development Officer/s
- Tournament/Representative Team Coordinator
- Member Protection Officer
- General Committee

## **2. CORRESPONDENCE**

All correspondence should be directed to the club secretary or to the appropriate Committee member.

## **3. MEMBERSHIP**

- Players and coaches of the club
- One parent for each player under 18 years of age, currently playing for the club as detailed on the player registration form.
- Committee members of the club.
- Life Members.
- People who are paid up members of the club. Members must be registered two weeks prior to the clubs Annual General Meeting and members must be ratified.

## **4. INFORMATION TO MEMBERS**

The Club shall provide the following information in writing 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. FINANCE

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 and unless arrangements in writing have been made with the Club Coordinator.

Weekly Match Payment will be made payable in a lump sum per season and in addition to Club Fees and should be paid in full no later than the fifth game of the season. This fee is to cover the cost of taking the court each week and is paid the Association covering costs of umpires etc.

### Reimbursement/Payments

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

## 6. PLAYER REGISTRATION

The Committee shall nominate a Player Registration period around October/November for the following year, prior to the start of the competition for which teams are to be selected. Although the club will accept membership at any time throughout the year.

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

- Complete the official Registration procedure
- Part A Interest To Play google doc which includes:-
  - Medical Indemnity Form/Consent Form
  - Codes of Behaviour and Child Safety Protection links
  - Photo Release for online media
  - Club Fees and Payment instructions
- Part B, Netball Connect Platform which includes
  - Annual Registration/Membership with Netball Victoria
  - Annual Club Fees payable through the Club's shop portal on Netball Connect
  - Season Match fees payable through the Club's shop portal on Netball Connect

All players who submit a Interest To Play Form shall receive a Player Information Booklet at the start of the season. The Player 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 Interest To Play 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. All players must play in their correct age group first and may only play an **additional** game in a higher age group at the discretion of the Committee and or the Club Co-ordinator and will incur additional weekly match fees.

## **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 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 the Victorian Netball Association Inc. All players, and coaches and 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 an A Line dress with matching undershorts and is compulsory.

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 Diamond Creek Force Netball Association.

## **11 SELECTION OF TEAMS**

### **Domestic Level**

A Team Selection sub-committee shall be formed whose duties shall be to review all the player registrations and form teams based on age group, ability and any other criteria, which the Team Selection Sub-Committee deems appropriate.

Representative players in 13 & U, 15 & U and 17/19 & U playing in the domestic level of competition are to be spread evenly amongst the division 1 teams and those teams be entered into the division 1 of in the domestic level of competition in which they play in.

All players must play in their correct age group first and may only play an **additional** game in a higher age group at the discretion of the sub-committee and or the Club Coordinator.

### **Representative Level**

Diamond Creek Netball Club will form teams to represent our club in other competitions and tournaments in 11 & U, 13 & U, 15 & U and 17& U and Open. Teams will be selected by a selection panel following two selection, try out events, maybe more than two if deemed necessary. Players may also be selected to teams by invitation.

## 12 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

## 13 AWARDS

### DOMESTIC TEAMS

The following awards in either format as adopted by the Committee for any given year will be presented in each age group: 9/U, 11/U, 13/U, 15/U & 17/19/U or where applicable

- Most Strategic Player
- Most Valuable Defender
- Most Valuable Attacker
- Most Valuable Goaler
- Most Valuable Centre Court Player
- Most Improved Goaler
- Most Improved Attacker
- Most Improved Defender
- Most Improved Centre Court Player

**OR**

- Most Valuable Player in each team
- Coaches Award

**Club Player of the Year\*** in each age group

**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 your team.

**\*This is not a BEST & FAIREST TROPHY**

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 TEAMS

- Most Valuable Player
- Runners Up Most Valuable Player
- Coaches Award.

## **14 PRESENTATION DAY/NIGHT**

- At the conclusion of the Spring Season, an Annual Presentation Event shall be held.
- The date and format shall be determined annually by the Committee and is usually held on the evening of Grand Final Day.
- Representative Teams will have an annual Presentation Function at the conclusion of the tournament circuit
- 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.

## **15 FUNDRAISING**

- The Diamond Creek Netball 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.

## **16 Saturday Nillumbik Force Netball Association BBQ**

Nillumbik Force Netball Association operates a BBQ during the Autumn and Spring season. It is expected that parents of Diamond Creek Netball Club teams will volunteer to assist when required.

Nillumbik Force Netball Association will give (1) one month's notice to teams of rostered dates and times.

## **17 COURSES, SEMINARS & OTHER OPPORTUNITIES**

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

## **18 ACCREDITATION**

- The Club shall ensure that all officials have a 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 members who wish to attend appropriate courses, seminars and other personal development activities.
- All officials should have mandatory Working With Children Check or equivalent unless exempted by legislation.



## **19 RISK MANAGEMENT**

### **Injury Reporting**

- All Clubs are responsible for recording all injuries at the discretion of the injured player or players' guardian (player under 18) on the Injury Reporting Sheets provided.
- All players in the Diamond Creek Netball Club teams are responsible for recording all injuries at the discretion of the injured player or players' guardian (player under 18) on the Injury Reporting Sheets provided

## **20 PREGNANCY**

As per-Netball Australia Pregnancy in Netball Policy – October 2016

## **21 FIRST AID**

The Diamond Creek Netball Club shall provide a first aid kit complying with Netball Victoria Infonet RM2- First Aid for Netball. First Aid kits will be supplied to each team. A volunteer will maintain the first aid kit supplies.

## **22 EMERGENCY PROCEDURES**

Emergency phone numbers - Ambulance, Doctor, Physiotherapist, Health Clinic and Police and an Emergency Procedure Plan is to be displayed by the phone and in the First Aid Kit.

## **23 WEATHER**

In the case of extreme weather conditions the Diamond Creek Netball Club will follow Netball Victoria Infonets RM3 and RM5.

## **24 BLOOD POLICY AND INFECTIOUS DISEASES**

The Diamond Creek Netball Club will adopt Netball Victoria Infonet U4 and RM6 relating to 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 RESPONSIBLE SERVING OF ALCOHOL IN SPORTING CLUBS**

The Diamond Creek Netball Club will adopt a Responsible Serving of Alcohol Policy as prescribed by the Australian Drug Foundation's Good Sports Accreditation Program.

## **27 SUN PROTECTION**

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

## **28 CODES OF BEHAVIOUR and CHILD PROTECTION POLICY**

The Diamond Creek Netball Club adopt and follow Codes of Behaviour as prescribed in the Netball Victoria Member Protection Regulation and supports the Child Protection Policy.

## **29 DRUG POLICY**

The Diamond Creek Netball Club does not support the use of performance enhancing substances and views any such use as detrimental to both the sport of netball and the spirit of the game. The Netball Victoria drug policy, August 1993 as amended from time to time, is implemented and will apply for all games.

## **30 REPRESENTATIVE and TOURNAMENT TEAMS**

Diamond Creek Netball Club select a certain number of teams to represent the club in the Parkville Netball Competition and state wide netball Tournaments. All players in the following age groups, irrespective of their domestic level teams, are eligible to try out for selection into these teams. These teams will have additional training and will need a greater commitment level. All players must tryout in their correct age group unless by invitation to a higher age group.

11 & Under

13& Under

15 & Under

17 & Under

Open

Diamond Creek Netball Club shall notify all members via email, social media and Netball Connect as to when tryout and selections for Diamond Creek Netball Club representative teams will be and are to be held no later than two weeks before the closing date. All members are eligible to tryout in their age group.

Diamond Creek Netball Club will also notify members of tryouts for the Diamond Creek Force Netball Association representative teams and for Victorian Netball League.

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.

## **31 DISPUTE RESOLUTION**

Diamond Creek Netball Club will follow guidelines set out in the Model Rules for Incorporated Associations (2012)

## **32 SPECIAL CIRCUMSTANCES/PROVISIONS CLAUSE**

Where this By-law is silent, a decision can be made that ensures the integrity of the Diamond Creek Netball Club is maintained at all times. The Committee may in using its reasonable discretion, in exceptional or extenuating circumstances, alter, vary or waive the requirements set out in this By-Law relating to the Diamond Creek Netball Club.

## **33 INDEMNITY**

Except where provided or required by law and such cannot be excluded, the Diamond Creek Netball 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 as a member.

