

**WARRNAMBOOL**  
**BASKETBALL**



WARRNAMBOOL BASKETBALL  
JUNIOR REPRESENTATIVE  
SQUAD  
OPERATIONAL POLICY

Reviewed – May 2026

Next review due – May 2027

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## FOREWORD

Warrnambool Basketball Incorporated is committed to teaching, developing, and managing a high-quality Junior Representative Squad Program.

This policy, developed by the Junior Working Group in consultation with the Board, outlines the expectations for all involved in the program—including players, coaches, parents/guardians, team managers, officials, and working group members. By participating, all parties agree to uphold this policy and act in alignment with its principles.

We acknowledge that this policy may not cover every situation that arises during the season. In such cases, the Junior Working Group in conjunction with the Board will make decisions in the best interest of the program.

### **Important:**

This policy must be read and acknowledged in full before taking on any role in the program. All sections are interconnected and must be understood together.

## DEFINITIONS

**In consultation with the Junior Working Group** – discussion and agreement with the Junior Working Group Lead or a representative of the Junior Working Group, who will report to the Junior Working Group as an entity.

**Quorum** – For the purpose of the Junior Working Group, consists of a minimum of 4 of the Working Group membership.

**Proxy Vote** – A vote which must be in writing and can be sent by post or email. The format of the proxy is by the approved form as attached Appendix 3 and must be submitted to the Junior Working Group Lead at least 24 hours prior to the vote taking place.

**Coaching Selection Panel** – For the 2026/2027 season will be selected by the Junior Working Group and Board.

## 1. JUNIOR REPRESENTATIVE SQUAD PHILOSOPHY

- To provide all players with the opportunity to represent Warrnambool at the highest level.
- To continue to maintain our commitment towards becoming the strongest and most fundamentally sound representative squad program in Australia, whilst maintaining the highest possible standards of sportsmanship and inclusiveness.
- To provide all players with the opportunity to develop their skills in a safe, friendly, productive and enjoyable learning environment.
- To develop a solid foundation of individual skills for the future development of basketball in the region.
- To provide all players with a high standard of coaching and instruction.
- To provide all players with high quality and well-structured training sessions.
- To provide all coaches with guidance and opportunities to improve their skills.

## 2. JUNIOR WORKING GROUP

Members of the Junior Working Group are key contributors to the Junior Representative Squad Program. Members are expected to support all aspects of the program and its participants—including players, coaches, team managers, parents/guardians, staff, and fellow Working Group members. Confidentiality must be strictly maintained. Members must not share internal discussions, personal opinions, or false/misleading information outside the group.

The goal is to foster a positive, supportive environment where coaches and players can grow. While challenges may arise, the Junior Working Group is expected to offer solutions, guidance, and encouragement to all involved.

### Junior Working Group Structure:

- Group members are volunteers known as Warrnambool Basketball Junior Working Group and are responsible for the day-to-day running of the Junior Representative Squad Program. The Board is the controlling body of the junior representative squad program and as such relies on the Junior Working Group to ensure that the program is running efficiently.
- The Junior Working Group consists of active Warrnambool Basketball members.
- Junior Working Group members are elected/re-elected every twelve months.

### Junior Working Group Governance:

#### a. **Decision-Making & Attendance:**

Operational decisions require a quorum of Junior Working Group members present at the meeting. Proxy votes may be accepted if a member has a valid reason for absence. Members must attend at least 75% of scheduled meetings each season. Failure to meet this requirement may result in the position being declared vacant.

b. **Voting Deadlocks:**

If a vote is tied, the Junior Working Group Lead holds the deciding vote. If the matter remains unresolved, it must be referred to the Board.

c. **Policy Authority and changes:**

The Junior Working Group cannot change policies or guidelines but may make recommendations to the Board, which will review them at the next available meeting.

### 3. AGE GROUP OBJECTIVES

- To give each player ample opportunity to enjoy basketball and develop their team and individual skills.
- To prepare a team for the Warrnambool Junior Seaside Classic Basketball Tournament
- To prepare a team for Basketball Victoria's Junior Country Championships.
- It is strongly recommended that where possible, Warrnambool Basketball's junior representative squad championship team pursues the strongest competition (i.e. metropolitan tournaments, Bendigo tournament etc.) to enhance the development of the playing group.
- It is recommended that the highest graded team representing Warrnambool at any given tournament competes in the highest division/grade available. E.G, a division 2 team competing in division 1 at a tournament where the championship team is not in attendance.
- Selection of a minimum of 8 players, with no more than 10 to form the junior representative championship team. Any Warrnambool Basketball Squad team may apply for additional player/s upon request by the coach to the Junior Working Group to cover for illness or injury.
- Selection of another 1 to 3 development based representative squads consisting of up to 10 players which is approved by Warrnambool Basketball's Junior Working Group, and endorsed by the Board, as deemed necessary.
- All Championship, Development 1 & 2 Squads are to be selected on a graded basis. Should additional development teams be added, then Development Squads 2 & 3 (and 4 if applicable) may be selected using an even split.

## 4. APPOINTMENT OF COACHES

The Junior Working Group will call for Expressions of Interest applications for Junior Representative Squad coaching positions prior to each squad season. Expression of Interest applications for coaching positions must be in writing.

All coaching applicants must complete an interview to assess suitability for the role. The interview panel will be appointed by the Junior Working Group, and the interview panel will make recommendations to the Board of the most suitable and preferred candidate. The Board will approve the coaches for the season.

Applicants should bring a current Working with Children Check (mandatory) and be prepared to sign an authority to release a Criminal History Check at any interview.

Warrnambool Basketball abides by Basketball Victoria's mandatory requirement for all championship coaches to have the following minimum accreditation level.

- Head Coach: Competition
- Assistant Coach: Participation

It is highly recommended by Basketball Victoria that ALL development coaches attain a minimum accreditation level of Participation. Warrnambool Basketball will support the basketball Victoria requirements and recommendations by facilitating relevant coaching clinics/courses.

[Basketball Victoria Coaching Courses and Accreditation](#)

All Championship teams must have an appointed Assistant Coach

Assistant Coaches may be appointed to Development teams when deemed appropriate by the Junior Working Group and endorsed by the WBI Board.

## 5. TRY-OUTS

Try-outs for Junior Representative Squad will consist of no less than two sessions.

The Junior Working Group will set the dates for the try-outs, and advertise via posters at the Warrnambool Stadium, the website and social media platforms.

Players are required to attend all try-outs unless there are extenuating circumstances. Exemptions may be considered on an individual basis and must have the approval of the Junior Working Group.



Any request for an exemption from try-outs must be made in writing to the Junior Working Group before the final try-out session and preferably before try-out's commence (if reasons are known at that time). Email - [squad@warrnamboolbasketball.com.au](mailto:squad@warrnamboolbasketball.com.au)

Injured players will be expected to attend try-out sessions and must register and supply a medical certificate. Any player who has not registered for try-outs before the final session will not be considered for selection.

Invitations to try-out for the Warrnambool Junior Representative Squad program will be offered to any player who meets the age requirement.

All players must register via advertised PlayHQ link to be eligible for try-outs.

Warrnambool Basketball will conduct closed tryouts for the Junior Representative Squad program.

Closed try-outs are held in line with Basketball Victoria's closed tryout guidelines to ensure a safe, structured, and supportive environment for all participants.

Parents/guardians are not permitted in the immediate tryout area and must remain in designated viewing areas.

All participants, coaches, and officials are expected to adhere to Child Safe Standards and all relevant Warrnambool Basketball policies during the tryout process.

Further detail is available in Appendix 4 - Warrnambool Basketball Closed Tryout Procedure.

Where appropriate, coaches may provide general feedback to players during the try-out process to support development and understanding.

For larger try-out groups, communication may be delivered in a group setting. Where participant numbers are high, it may not be practical to provide individual communication to all players.

Any individual feedback provided to players during try-out sessions must be conducted in the presence of another adult. This may include another coach, team manager, or the player's parent/guardian, who is present in an observational capacity.

This requirement supports Warrnambool Basketball's commitment to Child Safe Standards.

## 6. PARENT/GUARDIAN & PLAYER BRIEFING

It's compulsory for each parent/guardian is to attend a parent/guardian briefing as conducted by the Junior Working Group. The purpose of the meeting is to outline the Junior Representative Squad Operational Policy and Codes of Conduct.

Parents/Guardians will be required to sign and acknowledge that they have received a copy of

the Junior Representative Squad Operational Policy (refer annexure 1) before their child has been selected.

## 7. TEAM SELECTIONS

Team selections will be made by the appointed representative squad selection panel and approved by the Board.

The Board and Junior Working Group will support the decisions of the selection panel, recognising their role in assessing players throughout the try-out process and the integrity of the selection process.

Selection is based on a combination of factors including skill level, effort, attitude, coachability, and team balance.

To support fairness and consistency, clear selection criteria have been developed using [Basketball Victoria selection guidelines](#) and resources, including guidance on conducting team selection trials, and will be applied by the selection panel to guide decision making.

In line with these guidelines, and due to the large number of participants and the volunteer nature of the program, it is not possible to provide individual feedback to all unsuccessful players.

All feedback, questions, or concerns relating to team selection must be submitted through Warrnambool Basketball's formal feedback and complaints process.

Direct approaches to coaches regarding selection decisions are not permitted and will not be responded to.

This approach ensures that all matters are managed consistently, respectfully, and in line with Basketball Victoria guidelines, while supporting the wellbeing of volunteer coaches.

A link to the feedback and complaints form is available on the Warrnambool Basketball website.

Players may be moved between teams at any time during the Junior Representative Squad season where it is considered beneficial for player development and team balance. Any such movement will occur in consultation with the relevant coaches, Junior Working Group, and parents/guardians.

All stakeholders are expected to respect the integrity of the selection process and the decisions made by the selection panel.

## 8. CODES OF CONDUCT

All stakeholders involved in the Junior Representative Squad Program must always abide by the Codes of Conduct endorsed by Basketball Victoria and enforced by Warrnambool

Basketball. All stakeholders must conduct themselves in a socially acceptable manner, whether it be on the court, off court or while away representing Warrnambool Basketball.

Adhering to codes of conduct in junior basketball is essential for creating a safe, respectful, and enjoyable environment for players, families, coaches, and officials. These guidelines promote sportsmanship, prevent negative behaviours, and ensure young athletes feel supported in their development.

### **MUST READ:**

#### **The full Basketball Victoria Codes of Conduct for players, parents/guardians and coaches.**

- [BV Codes of Conduct](#)

Basketball Victoria – Other Important Policies

- [BV social media Policy](#)
- [BV Concussion Policy](#)
- [BV Photography Policy](#)

#### **Breaches to any Code of Conduct or By-laws:**

For all Codes of Conduct and policies, any breaches will be dealt with according to the Member Protection By-laws, Warrnambool Basketball's Junior Representative Squad Operational Policy, and referred to the Junior Working Group. Coaching related matters are to be referred to the Junior Working Group immediately. Some circumstances may result in a report being made to an Independent Tribunal.

#### **Harassment-Discrimination-Vilifications:**

Warrnambool Basketball is committed to a policy of sport which is free of harassment, discrimination and vilification as per Part IV of Basketball Victoria's Member Protection By-laws. This includes all coaches, team managers, players, parents/guardians and spectators. Any breaches may result in a report being made to Basketball Victoria.

#### **Basketball Victoria Member Protection By-laws:**

All players, coaches, team managers, parents/guardians and spectators must always adhere to the Basketball Victoria Member Protection By-laws. Any breaches may result in a report being made to Basketball Victoria.

#### **Conflict Resolution Committee:**

The Conflict Resolution Committee is a sub committee consisting of a nominated

independent coach, nominated Board member, and nominated Junior Working Group member.

## 9. CHILD SAFETY STANDARDS

### BV Child Safe Standards

Child safety in sport means protecting children from abuse, providing safe, quality experiences and empowering children's voices.

Warrnambool Basketball is committed to the safety and wellbeing of all children and young people associated with our programs. Our association supports the rights of the child and will act without hesitation to ensure a child safe environment is always maintained.

The Victorian Child Safety Standards apply to sporting organisations that operate and provide sporting services to children within Victoria (including National Sporting Organisations).

Warrnambool Basketball has an appointed Child Safety Officer to look over matters concerning child safety and abuse. Team Manager are expected to discuss any concerns that they may have about the welfare of a child IMMEDIATELY with the nominated Child Safety Officer.

Nominated Child Safety Officer – Josh Walters

## 10. COMMITMENT

### Players:

Representative basketball is for players who wish to maximise their basketball potential and therefore they need to display a commitment to hard work, which will involve some sacrifices for the individual. The Program is not for players wishing to play with other players of their choice, or a specific team or coach. The following expectations are mandatory for players

- Represent Warrnambool Basketball with pride and good sportsmanship.
- Commit to making Warrnambool Junior Representative Basketball their priority sport during the season.
- Be available for compulsory tournaments.
- Be committed to attendance at training each week (up to two sessions)
- Report all injuries to your coach/team manager before playing or training.
- Observation of Warrnambool Basketball rules relating to the wearing of game uniform, warmup gear and training gear
- Respect and support your coach and fellow teammates.
- Not comment publicly, including the use of social media, to criticise players, coaches, or opposition
- Abide by the players Code of Conduct

Concessions may be made for academic or work-related commitments. Involvement in other sport may not be a satisfactory reason for failing to train or play as per this policy. All other requests for exemptions from the above rules must be applied for in writing to the Junior Working Group and must be approved by them.

#### Parents/Guardians:

Each parent/guardian of a Junior Representative Squad player must be committed to ensuring their child is available for and able to attend all compulsory training sessions and games. Parents/guardians must also be committed to the Junior Representative Squad Parents/Guardians Code of Conduct and have an obligation to understand the Junior Representative Squad Operational Policy.

#### Coaches:

All coaches must commit to every aspect of the Junior Representative Squad Program for their age-group and are encouraged to attend age specific Basketball Victoria skills day selections and be prepared to set an example in the areas of communication, punctuality, commitment, professionalism and attendance for players. Coaches must read and understand the Junior Representative Squad Operational Policy and abide by the conditions of their Coaches Agreement and the Coaches Code of Conduct.

#### Team Managers:

Team managers take on the organisational work including liaison with the coach, the Junior Working Group, and communication with parents/guardians and players. Team managers must also attend all Team Manager meetings set by the Junior Working Group and be committed to the Warrnambool Basketball Team Manager Code of Conduct.

## 11. BASKETBALL VICTORIA PROGRAMS

All Warrnambool Basketball Junior Representative Squad players are actively encouraged to participate in all Basketball Victoria's programs, including,

- Intensive Training Centre Programs
- Under 12 Skills Days
- Under 14 Academy Programs
- Under 16 / 18 State Team selections.

Teams who qualify for Classic Tournaments are expected to play in State or National Tournaments, unless an exemption is given by the Junior Working Group and endorsed by the Board.

## 12. VICTORIAN JUNIOR BASKETBALL LEAGUE (VJBL)

Players selected for the Warrnambool Basketball Junior Representative Squad who also participate in the VJBL competition are expected to prioritise Warrnambool Basketball. This includes full attendance at all squad training sessions and tournaments, just like any other representative player. Any request for exemption from training or tournament participation

must be submitted in writing to the Junior Working Group and will only be granted at their discretion.

### 13. TRAINING

Teams will have at least one compulsory training session a week. A maximum of two sessions per week will be permitted with no one session to exceed 1.5 hours in length (3 hours total per week). It is recommended that all training sessions are completed prior to 7.00pm, where possible.

Players must attend the nominated compulsory training sessions as per the coaches' discretion in consultation with the Junior Working Group.

Non-attendance at training may affect a player's court time for tournaments. The Team Manager will keep record of training attendance.

The team manager &/or coach is responsible for making all court bookings for training sessions. These bookings must be made through Warrnambool Basketball's administration at [admin@warrnamboolbasketball.com.au](mailto:admin@warrnamboolbasketball.com.au). No Coach or Team Manager is to contact a venue directly without prior approval from Administration.

### 14. TOURNAMENTS

All tournament entries must be approved by the Junior Working Group.

A list of approved tournaments will be supplied to coaches for consideration. All teams must play at Warrnambool Basketball Junior Seaside Classic Tournament.

Tournaments Nominated by the Junior Working Group include:

Echuca	Morwell	Mount Gambier	Portland
Altona	Korumburra	Horsham	Warragul
Hamilton	Geelong	Shepparton	Traralgon
Millicent	Southern Peninsula	Eltham/Dandenong	Colac
Maryborough	Naracoorte	Whittlesea	Ballarat
Adelaide	Castlemaine	Bendigo	

Junior Representative Squad teams play 4 to 7 tournaments during the season which are exclusively played on weekends including some long weekends. Player and parent/guardian availability for these tournaments is imperative and is a pre-requisite for



selection. The season schedule is to be discussed between coach and parents and must be approved by the Junior Working Group.

Championship Junior Representative Squad teams will also attend Basketball Victoria's Junior Country Championships.

Priority will be given to Championship Junior Representative Squad teams where entries are limited and the need to alternate Development Junior Representative Squad team's tournament entries may arise to ensure all teams have the opportunity to participate at tournaments.

If a team is not able to attend a State/National tournament due to exceptional circumstances the situation must be referred to the Junior Working Group for approval.

## 15. COURT TIME MANAGEMENT

All players selected for tournaments must play in every round robin game for which they are suited up, unless they are ill, injured or for disciplinary reasons.

In Development teams, players will be given fair and reasonable court time across each game.

In Championship teams, players will be given fair and reasonable court time across the duration of the tournament but may experience fluctuations in court time from game to game.

Warrnambool Basketball has a strong focus on individual and team development.

It is not a requirement that players receive equal time, but it must be fair and reasonable.

### **Exceptions – Basketball Victoria's Junior Country Championships and Australia's National Championships**

All games at Basketball Victoria's Junior Country Championships and Basketball Australia's National Championships, coaches will be able to play individuals as they deem appropriate with **no requirement** to play every player.

It is important that all players and parents/guardians understand this, and that the coach communicates effectively with the player regarding their court time.

## 16. DOMESTIC SUMMER SEASON - GAMES

All Junior Representative Squad team members must play in 75% of domestic games in the Warrnambool Basketball junior domestic summer competition. These games should be

treated by all involved as a valuable opportunity for development, not to focus on winning.

Junior Representative Squad team members may apply to the Junior Working Group for an exemption to play the domestic season. Examples of reason an exemption may be granted are injury, higher sporting representation duties or boarding school. Any application for an exemption must be in writing to the Junior Working Group Lead via email (squad@warrnamboolbasketball.com.au) for consideration.

## 17. COMPLAINTS PROCESS

Warrnambool Basketball is committed to ensuring that all feedback and complaints are managed in a consistent, respectful, and transparent manner.

### **Minor Issues**

Minor concerns should initially be directed to the team manager. If the matter cannot be resolved, the team manager may escalate it to the coach for discussion.

### **Coaching or Court Time Concerns**

Coaching or court time concerns should be discussed with the coach, in the presence of the team manager, no sooner than **48 hours** after a game.

If the matter remains unresolved, or where a formal response is required, it must be submitted through Warrnambool Basketball's formal feedback and complaints process.

### **Non-Coaching Issues**

All non-coaching related concerns that cannot be resolved informally must be submitted through the formal feedback and complaints process.

### **Serious Complaints**

Serious complaints must be submitted through the formal feedback and complaints process and may be escalated to the Conflict Resolution Committee, the Board, or an external mediator where appropriate.

### **Formal Feedback and Complaints Process**

All formal feedback, questions, or complaints must:

- Be submitted in writing via the official feedback and complaints form available on the Warrnambool Basketball website
- Include the name of the person submitting the feedback (anonymous complaints will not be considered)
- Clearly outline the concern or issue

Informal or direct approaches to coaches regarding formal complaints are not appropriate and will be redirected to the formal process.

All complaints will be handled with care and confidentiality in line with Basketball Victoria Member Protection By-laws and Warrnambool Basketball policies.

[Link to Feedback/Complaints Form](#)

## 18. DISCIPLINARY ACTION

The Junior Working Group and Board may take disciplinary action against any player, coach, team manager, or parent/guardian who breaches the Representative Squad Policy or Codes of Conduct.

**Minor matters** (handled by the Junior Working Group) may include:

- Court time concerns
- Tournament-related financial issues
- Inappropriate social media use, bullying, or intimidation

**Moderate matters** (handled by the Conflict Resolution Committee) may include:

- Code of Conduct breaches
- Non-game-related incidents
- Unresolved issues escalated from the Junior Working Group

**Serious matters** (referred directly to the Board) may include:

- Game-related reports involving any stakeholder
- Incidents that may result in fines, suspension, or disqualification
- Serious breaches of Codes of Conduct, By-laws, or behaviour that damages Warrnambool Basketball's reputation

### Process Notes:

- Individuals may appeal or request direct referral to the Board.
- Written warnings may be issued. If ignored, the Board will determine further action.
- All actions must follow Basketball Victoria's Member Protection and Tribunal By-Laws.
- The Board will assess each case individually.

### Possible Outcomes:

- **Players:** Suspension from training/games or removal from the program
- **Coaches:** Temporary or permanent removal from position
- **Team Managers:** Temporary or permanent removal from position

- **Parents/Guardians:** Bans from attending events; repeat breaches may lead to player removal
- **Appeals:** All appeals go to the Board

## 19. DE-LISTING PLAYERS

Only the Junior Working Group can de-list a player during the season. Grounds may include repeated absences from training/games, code of conduct breaches (including parents/guardians, player), or a breakdown in the coach-player relationship. Poor form is not a valid reason.

Coaches must submit a written request with reasons to the Junior Working Group if seeking to de-list a player.

## 20. RECRUITMENT OF PLAYERS DURING SQUAD SEASON

- i. Players not selected in the Junior Representative Squad program through the try-out process must **not** be approached to join the program without the prior consent of
  - a. the Junior Working Group and
  - b. the coach of the team

and

- ii. must be ratified by the Junior Working Group who will ensure the selected player is eligible.

Players will only be permitted to be recruited during the season if:

- i. it is deemed to be in the best interest of the team into which the player would be selected and
- ii. in the best interests of the overall program e.g. there are several long-term injuries or long-term unavailability.
- iii. When a player from a higher grade withdraws from the representative squad program it is preferable that the replacement comes from within the current representative squad program, unless special circumstances exist. The final selection of that player must be approved by the coach and Junior Working Group, and the Junior Working Group be formally advised in writing so the appropriate records can be updated.

Any player recruited after try-outs MUST:

- i. complete full registration details and pay all registration fees required
- ii. must be given and fill-out relevant forms, which
- iii. MUST be returned to the team manager BEFORE the player takes the court.
- iv. breaches are to be referred to the Junior Working Group for investigation and if required disciplinary action may be taken.

If players are approached by coaches or team managers without the consent of the Junior Working Group, that player may not be permitted to represent Warrnambool Basketball in that Junior Representative Squad season and disciplinary action may be taken against the

coach or team manager.

## 21. TEAM MANAGERS

- The Team Manager is the main contact for all team and club communication.
- Responsibilities include managing team funds, uniforms, scoring rosters, and sitting on the bench during games.
- Team Managers must understand and uphold Child Safe Standards and related policies.
- Selection should be made in consultation with the coach and parents/guardians.
- All nominations must be approved by the Junior Working Group.
- Spouses or partners of the team coach cannot be appointed. Other family members may be considered at the Junior Working Group's discretion.

## 22. MEDICAL RECORDS

The team manager may keep any medical records of a player (if required). These records are private and confidential and should not be disclosed to anyone other than the coach, team manager, sport trainer, or medical professional. Information contained in the records should only be used for the purpose for which it is provided. At the conclusion of each squad season medical records will be destroyed by the team manager.

All personal medical information must be collected and stored in accordance with the Privacy Act and National Privacy Principles.

## 23. FINANCES

An upfront \$65 registration fee will be payable via PlayHQ to Warrnambool Basketball at the time of the player accepting their position in the Warrnambool Basketball Junior Representative Squad program.

### **Tournament Registration Costs:**

All players will be required to pay a \$65 tournament registration fee via PlayHQ for each tournament they participate in. A player selected in a Championship team and who participates in Basketball Victoria's Junior Country Championships will be required to pay a \$30 registration fee with the Warrnambool Basketball subsidising the balance of these fees.

Any prize money won at any tournament will go to the Warrnambool Basketball Junior Working Group.

### **Player Training Fees:**

A training fee of approx. \$10 per session is payable to the coach or team manager, based on court hire costs. This fee applies regardless of attendance, as costs are shared equally among all players. Each team manager is required to maintain a record of the collection &

payment of training. All money paid to team managers must be receipted and accurate records kept. These details must be available to the Junior Working Group when requested.

### **Uniform – players expense**

Warrnambool Basketball's junior representative squad players are required to purchase and wear the officially sanctioned team uniform.

The team uniform includes:

- Compulsory Pack: Playing uniform: 1 reversible green/navy singlet, shorts, warm-up top, training singlet (reversible) and drink bottle
- Pro Pack: Playing uniform: 1 reversible green/navy singlet, shorts, warm-up top, training singlet (reversible), hoodie, playing socks and drink bottle
- Fully Loaded Pack: Playing uniform: 1 reversible green/navy singlet, shorts, warm-up top, training singlet (reversible), hoodie, backpack, casual shorts, playing socks x 2 and drink bottle

Other non-compulsory uniform/merchandise items such as hoodies, socks, bags, caps, beanies etc are also available for purchase.

### **Travel and Accommodation Expenses:**

Accommodation, food, petrol etc for a tournament weekend can be expensive and add up over the season. These costs are the responsibility for each individual family.

## **24. SPONSORSHIP AND FUNDRAISING**

### **Sponsorship**

ALL private and team sponsorship MUST be approved by the Junior Working Group AND endorsed by the Board before being accepted and promoted in any way.

All signage must be provided, including dimensions, to the Junior Working Group for approval before final approval by the Board.

The Board will also ensure that the advertising cost and signage is within the parameters and is consistent with what other sponsors have paid for signs to be displayed.

The Junior Working Group reserves the right to approve or deny sponsorship that is to be displayed on any uniforms/attire for representative squad, domestic, State, National, Tournaments, or competitions.

Individual team sponsors logos (if approved) can ONLY be displayed on polo/warm-up tops, NOT playing singlets.



## Fundraising

ALL fundraising needs to be approved by the Junior Working Group and a letter must be received by the team manager as confirmation that it has been approved before going ahead.

Fundraising must also meet any relevant statutory requirements. Questions about statutory requirements on fundraising should be referred to the Board Treasurer.

	Name	Position	Participation			
			Development	Ratification	Implementation	Compliance
<b>Lead Reviewer</b>	Eve Drew	Board Secretary	x			
<b>Contributors</b>	Louise Brown		x		x	
<b>Committees/groups</b>	Junior Working Group				x	x
<b>Executive Sponsor</b>	Board	Warrnambool Basketball Inc.	x	x		x



## APPENDIXES

### APPENDIX 1 – Player & Parent/Guardian Declaration

Player Name (legal full name): .....

Player Date of Birth: ...../...../.....

Player Address:.....

Full Names of Parent/Guardian (1) ..... Phone.....

Full Names of Parent/Guardian (2) ..... Phone.....

Player-Mobile:.....

Parent/Guardian Work Phone: .....

Player Email: .....

Parent/Guardian Email: .....

Has the player ever played for another association? Yes / No

If yes, what association name ..... year .....

#### Declaration:

We do/don't give permission for our child to have their photo taken and be used on Warrnambool Basketballs website and/or social media platforms to promote Warrnambool Basketball.

We have read and understand the Junior Representative Squad Operational Policy and agree to abide by this document.

We understand the importance of the codes of conduct, the financial implications, time required, the objectives of each age-group or team and all other aspects within this document. Participating within the Junior Representative Squad program has strict responsibilities within a team environment, which needs to be met by all stakeholders including parents/guardians and players.

We ask you as stakeholders that you will try to the best of your ability for the Junior Representative Squad.

Date ...../...../.....

.....  
Player Signature

.....  
Signature of Parent/Guardian 1

.....  
Signature of Parent/Guardian 2



## APPENDIX 2 – Coach & Team Manager Declaration

Name (legal full name): .....

Date of Birth: ...../...../.....

Address:.....

.....

Mobile: .....Work:.....

Email:.....

Role: Coach / Assistant Coach / Team Manager (circle one)

Working With Children Check Number ..... (provide photocopy of card)

(If not already done, it will be a requirement to inform the Department of Justice that you have an involvement with the Junior Representative Squad program and Warrnambool Basketball Inc so we are notified of any change to your WWC details)

### Declaration:

I have read and understand the Junior Representative Squad Operational Policy and agree to abide by this document.

I understand the importance of the codes of conduct, the financial implications, time required, the objectives of each age-group or team and all other aspects within this document. Participating within the Junior Representative Squad has strict responsibilities within a team environment, which needs to be met by all stakeholders including coaches and team managers. We ask you as stakeholders that you will try to the best of your ability for the Junior Representative Squad program.

Date ...../...../.....

.....

Name

.....

Signature



## APPENDIX 3

# Basketball Victoria Member Protection Declaration Form

Basketball Victoria is committed to the safety of all its members. We have a responsibility to ensure that our policies and practices align with Victoria’s relevant legislative requirements, as outlined in the Basketball Australia Child Safeguarding Policy and including the Victorian Child Safe Standards.

All Victorian Basketball Affiliated Associations and Clubs have a duty of care to ensure that individuals in roles of responsibility and who have contact with children and young people aged under the age of 18 are safe and appropriate.

All individuals who are bound by the Basketball Victoria Member Protection Policy and who undertake any Role (as defined in the Basketball Victoria Member Protection Policy) (**Role**) must sign this Declaration yearly or at the start of each season (or as otherwise required by Basketball Victoria).

In this Member Protection Declaration Form:

- a) **Conviction** means a criminal conviction, or a finding of guilt without conviction, that is not spent in accordance with the *Spent Convictions Act 2021* (Vic) or other applicable legislation (and **Convicted** is interpreted accordingly).
- b) **Prohibited Conduct related to Children** means conduct that would be Prohibited Conduct under the Basketball Australia Child Safeguarding Policy if the individual(s) were bound by that policy at the time the conduct occurred (including but not limited to child abuse, grooming, harmful behaviours, bullying, discrimination, harassment, victimisation, vilification, improper relationships, and non-compliance with the child safe practice provisions).

As part of the terms and conditions of my registration to undertake, or to otherwise perform, any Role in basketball in Victoria (**Terms of Registration**), I solemnly and sincerely declare:

- 1. That I am, or wish to be, appointed as a coach, team manager, administrator or official for basketball in the .....competition conducted by.....(association, league or club).
- 2. That I have read the Basketball Australia National Integrity Framework (including the Child Safeguarding Policy), and Basketball Victoria’s Member Protection Policy and Code of Conduct, and agree to abide by them.
- 3. That, currently, all the below statements are correct:
  - a) I am not (as far as I am aware) the subject of any investigation of misconduct against any persons by a sporting organisation (including club or association).



- b) I am not (as far as I am aware) the subject of any disciplinary proceedings or sanction issued by any organisation (including an employer, sporting organisation or other body) which is related to any form of sexual offence, violence against any persons, or Prohibited Conduct related to Children.
  - c) I am not the subject of any criminal investigation or charge that has not yet been dealt with by the courts.
  - d) I do not have any Convictions for any offences related to children, or any form of sexual offence or violence against any persons.
  - e) I am not subject to any form of court Intervention Order or Apprehended Violence Order (including a Family Violence Intervention Order) in relation to any person.
4. That, in relation to the past two years, all the below statements are correct:
- a) I have not had any form of court Intervention Order or Apprehended Violence Order (including a Family Violence Intervention Order) against me.
  - b) I have not been disciplined following proceedings brought against me by any organisation (including an employer, sporting organisation or other body) involving any form of sexual misconduct, harassment or aggressive or violent acts against any persons (whether adult or child), or Prohibited Conduct related to Children.
5. That I have never:
- a) been charged or Convicted with any criminal offences related to children (such as sexual misconduct, harassment, aggressive or violent acts, grooming, improper relationships); nor
  - b) been disciplined following any disciplinary proceedings brought against me by an employer, sporting organisation or other body involving any form of sexual misconduct, harassment or aggressive or violent acts against any persons (whether adult or child).
6. There are no other matters that may be considered to be a risk to any basketball members, employees, volunteers, athletes or the reputation of the sport by engaging me in the Role outlined in clause 1.
7. I will notify the President or CEO of the Affiliated Association and / or Club and / or League organisations appointing me immediately upon becoming aware that any of the matters set out in this Member Protection Declaration Form has changed.



I acknowledge that should Basketball Victoria become aware of matters that lead to a reasonable belief that, following acceptance of the Terms of Registration, I have made a false declaration, Basketball Victoria may, in its full discretion:

1. terminate my registration immediately; and
2. impose any necessary penalty on me, including (but not limited to) suspension from all participation and official duties and bans from Basketball Victoria venues.

Name:.....

Signature:.....

Date:.....



## APPENDIX 4

# CLOSED TRYOUTS PROCEDURE

Basketball Victoria will be notified that Warrnambool Basketball Inc. is conducting 'closed' tryouts.

'Closed' tryouts refers to sessions where parents/guardians are not permitted in the tryout area of the stadium.

To support the safety and wellbeing of all children and young people during the tryout process, the following measures will be implemented in accordance with Basketball Victoria Closed Tryout Guidelines:

- A minimum supervision ratio of 1 adult to 10 children will be maintained.
- Parents/guardians are not permitted in the court area, however they may observe from designated viewing areas:
  - Behind the glass in the corridor outside Courts 2 & 3 at the Warrnambool Stadium (ARC)
  - Multipurpose Room viewing area for Court 1 at the Warrnambool Stadium (ARC)
  - Behind the glass in foyer at Emmanuel College's Emmanuel Centre
- Parents and guardians MUST remain in designated viewing areas and only observe the court where their child is participating.
- Siblings and other children are not to attend closed tryout sessions.
- All adults involved in the session must hold a current Working With Children Check (WWCC) and complete a Basketball Victoria Member Protection Declaration.
- Emergency contact numbers must be available for all participants.
- A minimum of two adults must be present in each designated space at all times.
- First aid support must be available, with at least one suitably qualified adult present.
- Parents and guardians will be contacted in the event of any injury, including minor incidents, to provide an update and confirm whether their child is able to continue or is needed to be picked up.
- At the commencement of each session, participants will be advised that if they are injured, feel unwell, or have any concerns, they should immediately notify a coach or another appropriate adult.