

Representative Policy

Hawkesbury City Netball Association

Adopted: 13 October 2026

All Affiliated Clubs and their Members have a responsibility to ensure they have read and understand the Hawkesbury City Netball Association's Constitution (the Constitution) and Policy Documents.

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1. Selectors

1.1 Requirements of a Selector

1.1.1 Appointed selectors for Junior Representative Teams must be available to view players at the following times prior to the final team selections:

1.1.1.1 One (1) trial session for squads. Another session may be required as determined by appointed selectors and ratified by Representative Executive Panel.

1.1.1.2 At squad training sessions.

1.2 Appointment of Selectors for each selection process.

1.2.1 Nominations shall be submitted to the Representative Convenors on the approved form by 5pm August 31 each year.

1.2.2 The Representative Executive Panel shall consider all nominations received and recommend to the Executive Committee the appointment of the Selection Committee. (Refer to 19.3.2 of the Constitution)

1.2.3 Selectors for Representative Teams will be appointed from August 31 each year.

1.2.4 Selection panels shall be co-ordinated by the Assistant Representative Convenor. (Refer to 19.1.2 of the Constitution)

1.2.5 Each Selection panel must consist of a minimum of three (3) Selectors (Head Coach, One Executive/Committee Member, One Selector) and a maximum of five (5) should additional selectors be required due to club mix.

1.2.6 It is advisable to have only one selector from each club on panels.

1.2.7 Selectors for 11-14 years Representative Teams shall not be a parent or relative of a nominated player.

1.2.8 Selectors will be accountable for their decision through the submission of individual written reports to the Representative Committee when called on to do so.

1.2.9 Selectors must meet the requirements in clause 1.1 of this Policy.

2. Selection Principles and Procedures

2.1 Any player participating in a team selection must not wear any article of the Association's Representative Uniform or any item of their club uniform.

2.2 Late nominations will not be accepted unless submission in writing outlining extenuating circumstances are received and considered for approval by the Executive Committee 48 hours prior to selection.

2.3 The minimum number of players selected into a team is nine (9) and the maximum is twelve (12).

2.4 Selections are only to continue if at least ten (10) players have nominated or are available from a squad. The players must be eligible to play in that age group, are of a suitable standard as deemed by the selectors, and fill all playing positions.

2.5 For all selections, selectors are to select players in their nominated playing positions. The selectors have the option of "trying" out players in alternative positions and making recommendations accordingly if they believe that a more balanced or better combination will result. However, all players must be trialled in both their nominated positions during the course of the selection process.

2.6 Selectors shall consider reports of the Fitness Trainer, Managers and Coaches of the previous year. (Refer to 19.4.4 of the Constitution)

2.7 Selectors are to provide the Representative Convenors, a list in order of preference of reserve players and their recommended positions, who may be called on in the case of the loss or withdrawal of a selected player. (Refer to 19.4.6 of the Constitution)

2.8 There shall be no right of appeal regarding selection decisions into the representative program.

3. Player Eligibility, Application and Selection Process

3.1 Player Eligibility

3.1.1 For all Representative Teams (11s, 12s, 13s, 14s, and 15s), the player must be a current registered playing member of the Association. A player who has changed associations between

Winter seasons, may nominate for selection but must register and play in the following Winter season.

3.1.2 Unfinancial members are ineligible for selection. Unfinancial includes where a player's representative levy from the previous year remains outstanding as at the date of squad selections.

3.1.3 Any player withdrawing from a representative team after final selection without a reason, which is acceptable to the Executive Committee, will not be considered for selection in the current and next calendar year's teams. Appeals to this decision must be submitted in writing to the Executive Committee within one (1) month of the decision to withdraw.

3.2 Application for Selection

3.2.1 Nomination forms for all Representative teams will be available online via social media and the website. Online Forms will be released for nominations.

3.2.2 Applicants will be responsible for submitting completed forms online by the published closing date. For all junior applicants, the form must be consented by parent/carer.

3.3 Selection Process

3.3.1 The Representative Convenors shall notify the Assistant Representative Convenor and Umpires Convenor of the approved nominations prior to the selection of squads. (Refer to 18.7.5 of the Constitution)

3.3.2 Squads/Teams – 11 to 15 years

3.3.2.1 Final Squads will be selected for each age group, numbers permitting.

3.3.2.2 Final Squad selections by the appointed selection panel will be undertaken with skills reports, selector reports and coaches' reports. Final squad selections will be finalised by October 31 of each year.

3.3.2.3 Final Teams are to be named by 30th April each year.

3.3.2.4 Teams shall comprise of the following provided suitable players and/or officials permit:

3.3.2.4.1 15 Years State Title Team & 15 Development

3.3.2.4.2 14 Years State Title Team & 14 Development

3.3.2.4.3 13 Years State Title Team & 13 Development

3.3.2.4.4 12 Years State Title Team & 12 Development

3.3.2.4.5 11 Years Development

3.3.2.5 The Assistant Representative Convenor will keep records of all trial games detailing the number of games each nominee played and in what position.

3.3.2.6 Selectors are to provide the Representative Convenors, a list in order of preference of reserve players and their recommended positions, who may be called on in the case of the loss or withdrawal of a selected player. (Refer to 19.4.6 of the Constitution).

3.3.3 Senior State Titles

3.3.3.1 A "paper" selection will be undertaken for all Senior State Title teams' (17 years and Opens), however, a visual selection may be undertaken if required.

3.3.4 Metro League

3.3.4.1 Selection dates will be advised via the Association's Social Media channels.

3.4 Inability to Attend Selections

3.4.1 Where a player does not attend any phase of the selection process and that player believes that reasons prevent the player from attending, i.e. injury/illness or special circumstances a written application must be made to the Assistant Representative Convenor within 48 hours of the team selections. The reason(s) for non-attendance must be disclosed and include where appropriate, relevant documentary evidence.

3.4.2 The Executive Committee will determine if the player is to be considered for selection.

3.4.3 The player shall undergo a selection process at a suitable time determined by Executive and the selection panel.

3.4.4 A non-refundable $200 base representative acceptance fee for 12 Years to Opens players will be due 7 days after selection into the squad, for 11 Years Development players a non-refundable $100 base representative acceptance fee will be required. Upon team split (confirmation of Development/State) a final invoice will be issued within 7 days, with fees due by 31st May of the year of play.

4. Responsibilities of Representative Players

4.1 Every player selected to a representative team or squad must sign and abide by the Associations Representative Code of Conduct.

4.2 All Representative players are to submit a current certificate of the Rules of Netball to the Representative Convenors.

4.3 All selected representative players are required to be in attendance for the following Association events:

4.3.1 Opening Day – All Representative Players are required to march with the representative teams.

4.3.2 Fitness training – all squad members and selected teams are required to attend fitness training. Prior notice must be given of reasons for non-attendance.

4.3.3 Representative players are required to assist with Net Set Go Skills Sessions.

4.3.4 Representative players are required to assist with fundraising activities on Competition days.

4.3.5 Medical Clearance

4.3.5.1 Where a player is injured after squad selection, a medical clearance must be provided from either a registered medical specialist or other treating professional prior to final team selection confirming that the player is fit to play.

4.3.5.2 Where a player is injured following final team selection, a medical clearance must be provided from either a registered medical specialist or other treating professional confirming that the player is fit two (2) weeks prior to the State Titles event for which they have been selected.

4.3.5.3 If a selected player is unable to provide this medical clearance 2 weeks prior to the date of the State Titles event for which they were selected, selectors in consultation with the team coach may select a replacement player to join the team.

4.3.6 State Titles Representative teams are to be disbanded after the completion of the scheduled NSW State Titles event they have been selected for, unless specifically called upon.

4.3.7 Metro League Representative teams are to be disbanded at the completion of the scheduled competition for which they have been selected for, unless specifically called upon.

5. Player Levy

5.1 A $100 player levy is required upon nomination. Any unsuccessful nominations will be refunded. All Successful nominees will have the player levy fee applied to the season fees.

5.2 All players selected into a Junior or Senior representative team or Metro League team are required to pay a levy in addition to the player registration fee. The payment of this levy is conditional to their selection.

5.3 The amount of the non-refundable levy will be determined each year by the Representative Executive Panel. Where a member cites financial hardship, application can be made.

6. Withdrawal of Players

6.1 Senior State Titles – if a team subsequently drops below the original number of players selected, the selectors have the option of calling back eligible and suitable players, providing the players concerned are willing to be re-considered for selection. If there are no suitable players for selection, replacements may be selected by invitation through the Senior Representative Convenor in consultation with the Representative Executive Panel.

6.2 Junior State Titles – if a team subsequently drops below the original number of players selected, the selectors have the option of calling back eligible and suitable players as previously identified and listed from the original squad. If there are no suitable players for selection, replacements

may be selected by invitation by the Junior Representative Convenor in consultation with the Representative Executive Panel.

6.3 Metro League – When a player suffers a long-term injury during a season (recovery in excess of six weeks) or for other reasons is unable to play for the remainder of the season, suitable player(s) may be drawn from the next lower grade. The reasons for withdrawal must be submitted in writing to the Senior Representative Convenor, along with supported medical evidence if appropriate. If no suitable lower grade player(s) are available to draw from, players(s) are to be selected from the original selections, or if there are no suitable further players, replacements may be selected by invitation through the Senior Representative Convenor in consultation with the Representative Executive Panel. Players returning from long term injury must obtain a medical clearance from a suitably qualified person.

7. Appointment of Team Officials

7.1 Applications for representative Head Coaches, Assistant Coaches and Managers are to be submitted to the Representative Convenors by the published closing dates on the appropriate nomination form providing details as required.

7.2 Appointment of all Officials for all selected representative teams shall be done by the Representative Executive Panel and ratified prior to publishing, by the Executive Committee.

7.3 All appointed and unsuccessful Head Coaches, Assistant Coaches and Managers will be officially notified in writing.

7.4 Coaches for all teams must not be involved in an official capacity, with their own child/children's team or be a relative to a player in the team. Should an exception to this clause be required, it will then be managed on a case-by-case basis by the Executive Committee.

7.5 Eligibility

7.5.1 Head Coaches must hold a Development Coaching Accreditation and be working towards the Intermediate Coaching Accreditation in the year of appointment.

7.5.2 Assistant Coaches must hold a Foundation Coaching Accreditation and be working towards the Development Coaching Accreditation in the year of appointment.

7.5.3 Head Coaches and Assistant Coaches are to hold a current certificate of the Rules of Netball.

7.5.4 Head Coaches, Assistant Coaches and Managers must hold a current Working with Children check.

7.5.5 Head Coaches, Assistant Coaches and Managers must hold a current first aid certificate or Teams must have a primary carer with a first aid certificate.

7.5.6 Head Coaches, Assistant Coaches, and Managers may be appointed to a junior representative team and a senior representative team in the same year.

7.5.7 Executive Committee members will not be appointed as a Manager of a representative team unless there are exceptional circumstances. Such circumstances to be determined by the Executive Committee.

8. Officials Commitments

8.1 All appointed coaches must sign and abide by the Associations Representative Code of Conduct.

8.2 Excluding NSW commitments, a representative Coach may not coach or officiate for another Association team unless prior permission has been sought and obtained from the Executive Committee. Contravention will result in dismissal from the current position.

8.3 Any Head Coach, Assistant Coach or Manager who contravenes the Association's Code of Conduct may, at the discretion of the Executive Committee, be dismissed from the representative appointment. Any person so dismissed, retains the right of appeal but must do so in writing to the Executive Committee within 48 hours of receipt of the written notification of dismissal.

8.4 A head coach, assistant coach or manager who withdraws part way of the season will not be eligible to reapply the following season unless deemed eligible with exemption by the Representative Executive Panel.

8.5 All official documentation, Contracts, Code of Conduct and Accreditation must be submitted to the Representative Convenors by November 15 each year in preparation for preseason.

9. Uniforms

9.1 Players

9.1.1 The Association's playing uniform shall be ratified by the Council on the recommendation of the Executive Committee.

9.1.2 For all selected players, the approved uniform will be an Association playing dress, a tracksuit, a training top and a Representative bag.

9.1.3 All items of uniform are to be worn as always intended when representing the Association.

9.2 Officials

9.2.1 Officials designated as the Head Coach, Assistant Coach, and Manager shall be provided with an Officials Jacket, one (1) polo shirt, Tracksuit pants, a bag and a hat for weather protection. Other items can be purchased by the official as desired such as wet weather jackets and hoodies.

10. Equipment

10.1 The Association is to purchase all approved representative clothing and equipment. Optional items as also approved by Council are available for purchase by players.

10.2 The Association shall ensure tents are provided for all teams competing at NSW State Competitions. Tents are for the use of players and officials appointed by the Association.

11. Finance

11.1 Player Registrations

11.1.1 All representative players and officials must be registered members of the Association.

11.2 Accommodation Expenses and Subsidies

11.2.1 When NSW State Competitions are held necessitating overnight accommodation, bed only accommodation and a $30 per day subsidy towards meals is to be paid by the Association to all Head Coaches, Assistant Coaches, Managers, Umpires, Primary Carers and Executive Committee members.

11.3 Honoraria

11.3.1 The honoraria to be paid to officials in the recognition of performance and expenses incurred will be determined by the Executive Committee on an annual basis.

12. Umpires

12.1 Nominations for umpires for NSW State Titles Competitions must state the days preferred and are to be received in writing to the Associations Umpires Convenor by a date set by the Association.

12.2 Nominations for umpires for the Metro League and Night Inter District competitions are to be received in writing to the Association Umpires Convenor by a date set by the Association.

12.3 Clubs with players trialling for Junior Representative Teams will be required to supply umpires for selections based on the number of players trialling from each club. The Association Umpires Convenor will allocate umpires to selections from these names.

12.4 Clubs with players selected for Junior Representative Teams will be required to supply umpires to be allocated to Representative Carnivals based on the number of players selected from each club. The Association Umpires Convenor will allocate umpires to the Carnivals from these names.

12.5 The Association Umpires Convenor is to submit umpires for all Netball NSW Competitions on time as required.

12.6 The Association Umpires Convenor is to arrange suitably experienced and/or qualified umpires for Senior Representative selections and training matches as advised.

13. Awards

13.1 Each year a presentation shall be held for all Representative Teams at the end of the Representative program.

13.2 Each year a send-off night shall be held for all Representative Teams prior to attendance of State Titles.

13.3 The Presidents Trophy is to be presented to the Metro League Player of the Year after consultation with the coach.

13.4 The Executive Committee Award is to be awarded to the highest placed team from the Junior State Titles each year.

13.5 The Representative Coach's Award is to be presented to a Representative Coach each year on Opening Day and is awarded to the following criteria:

13.5.1 Commitment to training, to oneself, reliability, preparedness, willingness to participate in programs and assist other coaches.

13.5.2 Attitude and Demeanour towards the team, other coaches, umpires and officials. Ability to relay coaching programs and develop players throughout the representative season.

13.5.3 Performance – overall team performance in comparison to previous year's performance.

14.Alterations to Policy

This policy may only be altered by special resolution passed by at least half (1/2) of the members present and voting at a General Council Meeting of the Association which not less than seven (7) days written notice specifying the resolution(s) to be proposed has been given.