



# **By-Laws**

# **Ku-ring-gai Netball Association Inc**

Adopted 15 November 2022

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## BY-LAWS

### KU-RING GAI NETBALL ASSOCIATION INC.

#### 1. INTERPRETATION

Terms appearing in these By-Laws and defined in the Constitution of Ku-ring-gai Netball Association Inc. (the "**Constitution**") have the same meaning as defined in the Constitution.

#### 2. DELEGATES

- (a) The Affiliated Club Secretary shall register with the Association Secretary in writing the names and addresses of the Club's Delegates who will be attending all Special General Meetings and the Annual General Meeting and any Special Council Meetings, at least seven (7) days prior to the first Special General Meeting held each year.
- (b) Clubs may use a proxy Delegate in case of emergency.
- (c) Clubs must be represented by at least one Delegate at Special General Meetings and the Annual General Meeting and any Special Council Meetings. SEE 25 FINES a. (iii).
- (d) Clubs should be represented by at least one representative at Association Forums.
- (e) An attendance book must be kept to check the attendance of Delegates or representatives at all meetings.

#### 3. DUTIES OF EXECUTIVE COMMITTEE

The Executive Committee shall:

- (a) ensure that the ideals and philosophy of the Association are maintained and enhanced at all times.
- (b) exercise the functions and powers of the Council between Special General Meetings and any Special Council Meetings and its decisions shall be subject to ratification by Council at its next constituted meeting.
- (c) be responsible for the implementation of the strategic direction of the Association, including modifying the existing strategic plan for approval by Council and regular interaction with all stakeholders, including Association members, Ku-ring-gai Council, local residents and Netball NSW.
- (d) set regular Executive Committee meetings including the holding of a minimum of four (4) meetings each year, and ensuring that the Minutes of these meetings are made available for distribution to each Club Secretary and all Council Delegates.



- (e) ensure that at least three (3) Forum meetings are held each year with all Clubs being represented and an appropriate agenda being tabled for discussion at these Forum meetings.
- (f) ensure that an Executive Committee member acts as an ex-officio member of all Association sub-committees.
- (g) mediate in any cases of dispute connected with netball within the Association, and refer such disputes to the Disputes Committee if deemed appropriate.
- (h) appoint and oversee all paid employees of the Association.
- (i) appoint the second Delegate and proxy Delegate to Netball NSW, such appointments being made to persons who are not current Executive Committee members.

#### 4. DUTIES OF EXECUTIVE COMMITTEE MEMBERS (Voting Rights)

- (a) The **President** of the Association must:
  - i) ensure that the Executive Committee abides by each of the Duties as included in clause 3 of the KNA By-Laws.
  - ii) have full control in all official duties, and ensure the Executive Committee Members and Office Bearers carry out their duties as set out in these By- Laws, thoroughly and promptly.
  - iii) be consulted first hand in any matters pertaining to the business of the Association.
  - iv) be able to call on the various Association officers to show their books, balances, etc. as requested.
- (b) The **Immediate Past President** of the Association may be invited to assist and advise the President.
- (c) The **Vice President** of the Association shall:
  - i) assist the President with all duties.
  - ii) chair the meetings if the President is absent.
  - iii) hold the position of Delegate to Netball NSW and must attend all meetings of Netball NSW and give a report on all such meetings to the Executive Committee and Council Delegates.
  - iv) work with the Sponsorship Officer in all aspects of publicity, sponsorship and fundraising for the Association.
  - v) In liaison with the Secretary, keep a list of Executive, Office Bearers, Club Delegates and Life Members up to date and have available for signing at all Special General Meetings, Club Forums and Annual General Meeting.



(d) The **Secretary** of the Association must:

- i) keep a complete record of the Minutes of all Association Meetings.
- ii) keep a list of the names and addresses of all Clubs, their Secretaries and Delegates.
- iii) be informed of all correspondence and keep a record of same. Distribute to all Club Secretaries a copy of any correspondence from a Club if requested to do so by that Club.
- iv) prepare agenda for all meetings.

(e) The **Treasurer** of the Association must:

- i) be responsible for ensuring that the Association's financial position and financial integrity is always maintained.
- ii) be responsible for the recording and controlling of all funds that may be held and established by the Association.
- iii) be responsible for the handling of all cash monies of the Association.
- iv) ensure that all invoices are promptly sent and receipts are issued for all monies received within one month.
- v) ensure that the petty cash imprest accounts are properly maintained and of an amount as agreed by Council.
- vi) ensure that all payments have been properly authorised by the responsible officials and paid in accordance with the approved terms.
- vii) submit a summary financial statement to the Executive Committee prior to each meeting for distribution to Delegates and Club Secretaries.
- viii) prepare financial statements that have been duly audited for presentation at the Annual General Meeting.

## 5. DUTIES OF OFFICE BEARERS (Voting Rights)

(a) All Office Bearers and the Convenor of each sub-committee shall submit a written report to the Executive Committee for distribution to Delegates and Club Secretaries and publication on the Association Website prior to every Executive Committee Meeting, Special General Meeting and Annual General Meeting.

(b) The **Club Coaching Convenor** must:

- i) where possible hold Foundation and Development coaching qualifications.
- ii) convene meetings of the Coaching Committee.
- iii) convene meetings of the Coaching Coordinators from member Clubs.
- iv) arrange lectures and coaching demonstrations for Club coaches
- v) keep a list of current accredited coaches within the Association.



- (c) The **Fixtures Convenor** must:
- i) draw up the Association's Calendar.
  - ii) draw up and organise fixtures for all competitions and days of play.
  - iii) draw up fixture for final series for all Association netball competitions.
  - iv) be responsible for the preparation of score sheets.
- (d) The **Grading Convenor** must convene meetings of the Grading Committee and supervise the grading of teams.
- (e) The **Grounds Convenor** must:
- i) supervise ground officials as required.
  - ii) be responsible for the distribution of score sheets.
  - iii) maintain working order of items within the grounds.
  - iv) be responsible for security of netball amenities building.
  - v) have overall responsibility for paid Grounds Staff.
- (f) The **Junior Registrar** must:
- i) together with the Senior Registrar receive and record registrations.
  - ii) be responsible for the sighting and recording of proof of age for junior players as required.
  - iii) receive a record of all junior competition match results.
  - iv) check signatures on score sheets of junior games and record results.
  - v) compile progressive point scores of junior games and display of grounds each week.
  - vi) together with the senior registrar display a list of penalties on the notice board at the grounds.
  - vii) together with the Senior Registrar compile a list of Grand Final results.
- (g) The **Junior Rep Selection Convenor** must:
- i) be responsible for ensuring that the strategic direction of the KNA Junior rep program is consistent with the requirements of the Association on all levels.
  - ii) convene meetings of the Junior Rep Selection Committee.
  - iii) be a member of the Junior Rep Selection Panels.
- (h) The **Spring Comp Coordinator** must:
- i) liaise with the Secretary, Fixtures Convenor, Grading Convenor, Spring Comp Umpires Convenor and Spring Comp Registrar regarding the Spring competition.
  - ii) provide equipment required by Spring Comp Supervisors.
  - iii) support Spring Comp Supervisors.



(i) The **Rep Liaison Officer** must:

- i) be responsible for the ongoing administration of the Rep program in support of the other respective Rep Office Bearers;
- ii) convene meetings of the Rep Liaison Committee;
- iii) in consultation with Rep Appointments Panels, assist with the appointment of managers for all teams.

(j) The **Senior Registrar** must:

- i) together with the Junior Registrar receive and record registrations.
- ii) be responsible for the sighting and recording of proof of age for cadet and senior players as required.
- iii) receive a record of all cadet and senior competition match results, check signatures on score sheets of cadet and senior games and record results.
- iv) compile progressive point scores of cadet and senior games and display at grounds each week.
- v) together with the Junior Registrar display a list of penalties on the notice board at the grounds.
- vi) give permission to clubs to register or change their uniform with Council approval.
- vii) together with the Junior Registrar compile a list of Grand Final results.
- viii) provide a list of Register of Members to the Administration Manager for forwarding to Netball NSW.

(k) The **Senior Rep Selection Convenor** must:

- i) be responsible for ensuring that the strategic direction of the KNA Senior rep program is consistent with the requirements of the Association on all levels.
- ii) convene meetings of the Senior Rep Selection Committee.
- iii) be a member of the Senior Rep Selection Panels.

(l) The **Umpires Convenor** must:

- i) where possible hold an AANA or Association Badge.
- ii) convene the meetings of the Umpires Committee.
- iii) arrange lectures, physical and theoretical demonstrations and instruction for umpires.
- iv) organise badging panels with the assistance of suitably qualified umpires.
- v) keep a list of badged umpires, theory examination results, and accreditation courses attended by umpires.
- vi) That the KNA Umpires Convenor Role be divided into two, namely: -
  - JUNIOR UMPIRE'S CONVENOR (Non-Voting Member)
  - SENIOR UMPIRE'S CONVENOR (Voting Member)If one of the Convenors has another voting right, ie as a Life Member, then the other Convenor has the Umpire's Convenor voting right.



## **6. POSITIONS TO BE APPOINTED (No Voting Rights)**

The Council must appoint persons to fill the following positions each year:

- (a) Junior Registrar Assistant
- (b) KMC Liaison Officer
- (c) Minute Secretary
- (d) Member Protection Information Officer
- (e) NetSetGo Coordinator
- (f) Spring Comp Coordinator Assistant
- (g) Spring Comp Registrar
- (h) Spring Comp Umpires Convenor
- (i) Seasonal Training Court Allocation Officer
- (j) All Abilities Coordinator
- (k) Senior Registrar Assistant
- (l) Website Administrator.

## **7. SUB-COMMITTEES**





- (a) Any sub-committee shall be entirely subject to the control of Council and shall report at each Council Meeting.
- (b) The Council from time to time, appoint such additional sub committees as it thinks fit and define the functions thereof.
- (c) The Convenor of each sub-committee shall submit a written report to the Executive Committee for distribution to each Club Secretary and all Council delegates for publication on the association's website prior to every Executive Committee, Special General Meeting and Annual General Meeting.
- (d) Not more than two-fifths of any sub-committee shall be members of any one affiliated or non-affiliated club with the exception of the following committees:
  - i) Grading Committee, which will only have one representative per affiliated or non-affiliated club.
  - ii) Invited Senior Rep Selection Committee, which will mainly comprise of members of the KNA Club.
  - iii) No member of the Rep committee or Rep Selection panels will be eligible
  - iv) to be a member of the Rep Appointments panel
- (e) The President, Secretary and Treasurer of Council are ex officio members of all sub-committees. Any member may be co-opted to any sub-committee.
- (f) The Coaching Committee shall consist of four (4) elected members including the Coaching Administrator.
- (g) The Duties of the Coaching Committee are:
  - i) to carry out any coaching functions as may be directed by the Coaching Administrator.
  - ii) to ensure that reports on all courses are conveyed to Council Meetings.
- (h) The **Fixtures Committee** shall consist of a maximum of five (5) members, comprising of the Fixtures Convenor, one member each of the Grading Committee, Umpiring Committee and Grounds Committee and for the:
  - i) **winter competition** the senior registrar and one member of the Grounds Committee.
  - ii) **spring competition** the Spring Competition Registrar and Spring Competition Coordinator.
- (i) The Duties of the Fixtures Committee are:
  - i) to draw up and organise fixtures for all competitions and days of play.
  - ii) to draw up the Association's Calendar
  - iii) to set fixtures for final series for all Association netball competitions.



- (j) The **Grading Committee** shall consist of a maximum of six (6) members including the Grading Convenor. The Duties of the Grading Committee are:
- i) the paper grading teams for all competitions.
  - ii) the physical grading of teams where necessary.
  - iii) the clearing of players to register in a team after initial grading of that team.
  - iv) the setting of borrowing guidelines at the commencement of competition each year.
  - v) recommendations for regrading for the day competition.
- (k) The **Grounds Committee** shall consist of a minimum of six (6) members including the Grounds Convenor and an assistant. The Duties of the Grounds Committee are:
- i) the preparation of complex for competition as set out in Grounds Committee duty list.
  - ii) the security of Netball complex at completion of each day's competition.
  - iii) to draw up a ground duty roster for the season and provide details to the Fixtures Convenor to Web Clubs and Web Manager



- (l) The **Rep Appointments Panel** shall consist of:
- i) a representative from the Executive Committee (non-voting), a maximum of three (3) elected members (with relevant qualifications and background) and a maximum of two (2) invited members.
  - ii) The invited members will be required to have sufficient qualifications and experience to hold this position and will be appointed by the Executive on recommendation of the Representative Committee.
  - iii) No member of the Rep committee or Rep Selection panels will be eligible to be a member of the Rep Appointments panel.
- (m) The Duties of the Rep Appointments Panel are:
- i) the selection of junior and senior representative coaches
  - ii) the selection of junior and senior representative team managers in consultation with the appointed junior and senior representative coach and Rep liaison officer
  - iii) the selection of appointments is in line with the strategic direction of the Rep program
  - iv) Ensure Nomination forms, which includes KNA Commitment, are completed before each appointment is made
- (n) The **Junior Rep Selection Committee** shall consist of five (5) separate selection panels being one (1) for each applicable age group. Each selection panel will comprise four (4) members being one (1) elected Junior Selector, one (1) appointed Junior Selector, one Junior Representative Coach and the Junior Rep Selection Convenor. No member of the Junior Rep Selection Committee will be eligible to be a member of the Rep Appointments Panel.
- i) The Junior Rep Selection Convenor shall have a casting vote (if necessary) as long as there is no conflict of interest.
  - ii) After the election for the one (1) elected Junior Selector for each selection panel is completed, another vote will be taken for two (2) Junior Reserve Selectors. Junior Reserve Selectors must attend all meetings and junior rep selections as required by the Junior Rep Selection Convenor. The Junior Reserve Selectors will be eligible for a vote only when the elected member for a selection panel is unavailable.
  - iii) The appointed Junior Selector for each selection panel will be a voting member and will be required to have sufficient qualifications and experience to hold this position, and will be appointed by the Junior Rep Selection Convenor after consultation with the other members of the respective selection panel and endorsement from the Rep Committee. The appointed Junior Selector must also meet the criteria of not being a member of the same Club as any of the other members of the respective selection panel nor having any conflict of interests.
  - iv) The respective Junior Representative Coach for each age group will be a voting member of the selection panel for that age group.
  - v) No person will be eligible to be a voting member of more than two selection panels.
- (o) The Duties of the Junior Rep Selection Committee are:
- i) to select a squad of junior rep players in all age groups where possible.
  - ii) to select a minimum of nine (9) players for age groups to compete at the State Age Championships.



- (p) The **Representative Committee** shall consist of four (4) members being a member of the Executive Committee, Rep Liaison Officer, Senior Rep Selection Convenor and Junior Rep Selection Convenor. No member of the Rep Committee will be eligible to be a member of the Rep Appointments Panel. The Duties of the Representative Committee are:
- i) to oversee the strategic direction of the junior and senior representative programs.
  - ii) to ensure that the policies and guidelines of the representative programs are being adhered to.
  - iii) to ensure that the KNA Council and KNA Executive Committee are fully informed on all relevant matters concerning the representative programs.
  - iv) to resolve any issues in relation to the representative programs and advise the KNA Executive Committee accordingly.
- (q) The **Rep Liaison Committee** shall consist of a minimum of five (5) members including the Rep Liaison Officer. The Duties of the Rep Liaison Committee shall be:
- i) the responsibilities for all Rep equipment, uniforms and BBQ.
  - ii) to assist Rep Liaison Officer in the discharge of his/her duties.
- (r) The **Senior Rep Selection Committee** shall consist of five (5) voting members being the Senior Rep Selection Convenor, three (3) appointed Senior Selectors and the coach of the relevant team. No member of the Senior Rep Selection Committee will be eligible to be a member of the Rep Appointments Panel.
- i) The Senior Rep Selection Convenor shall have a casting vote (if necessary) as long as there is no conflict of interest.
  - ii) The appointed Senior Selectors will be required to have sufficient qualifications and experience to hold this position, and will be appointed by the Senior Rep Selection Convenor after endorsement from the KNA Executive.
- (s) The Duties of the Senior Rep Selection Committee are:
- i) to select Netball NSW Metro and Night Inter-district teams and
  - ii) to select teams for each division to compete at the State Championships.
- (t) The **Special Events Committee** shall consist of a minimum of four (4) members. The committee will come under the supervision of the Canteen Supervisor. The Duties of the Special Events Committee area:
- i) to organise and prepare all planned KNA special events.
- (u) The **Umpires Committee** shall consist of fifteen (15) members including Umpires Convenor. Where possible, members of the Umpires Committee are to hold an AANA or Association badge. The Duties of the Umpires Committee are:



- i) to be responsible for all umpiring matters relating to the Association.
  - ii) to carry out any umpiring functions as may be directed by the Council and to ensure that reports on all activities, decisions etc. are conveyed to each Council Meeting.
  - iii) to roster umpires for competition games as required.
  - iv) to list and select umpires for Carnivals and Inter Association matches.
    - a. to deal with requests for use of umpires outside the Association.
  - v) to be responsible for assessing Junior and Senior Umpires and if required arrange badging panels for same
  - vi) to supply one member of the Umpires Committee to the Wet Weather Committee and the Fixtures Committee.
- (v) The **Wet Weather Committee** shall consist of three (3) members: including an Executive Committee member, a member of Umpires Committee and a member of Grounds Committee. The Duties of the Wet Weather Committee are:
- i) To make decisions on play including:
    - a. cancelling full days
    - b. cancelling the first two (2) time slots; depending on the forecast, the position to be reviewed an hour and a half before each following timeslot.
  - ii) To notify decisions in relation to wet weather play to the following:
    - a. Grounds Convenor
    - c. Club on grounds duty
    - d. Canteen Supervisor and any other relevant people
    - e. All electronic and relevant telephone recording.

## 8. REPRESENTATIVE PLAYERS

- (a) Any junior representative player must be playing in the weekly competition for a KNA Club.
- (b) Any senior representative player must be a current registered member of the Association.

## 9. REGISTRATION/DE-REGISTRATION

### Club Registration

Note: KNA Club does not constitute an affiliated club. Refer KNA Constitution, Section 9 ADMISSION TO MEMBERSHIP IN VARIOUS CATEGORIES.

- (a) Affiliated Clubs must register at the time of team registration:
  - i) A Secretary
  - ii) An Umpires Convenor
  - iii) A Registrar



Club registration shall be on a date to be fixed by Council each year, at the Annual General Meeting. Such registration shall be made on the appropriate forms, together with fees.

- (b) Clubs who intend to field teams in the forthcoming Winter competition must send an appropriate person to attend each of the following meetings before the start of the season:
- i) Meeting of Club Graders
  - ii) Meeting for new Registrars
  - iii) Meeting for new Register of Members
  - iv) Meeting for Umpires Convenors

SEE FINES 25 a. (iii)

## 10. TEAM REGISTRATION

Teams comprising players of twelve years of age and under may be made up of both genders.

- i) Teams comprising players of thirteen years of age and over may register as: Single sex competitions
  - ii) Mixed sex competition provided a team does not field more than one male player in each third of the court.
- (b) Teams must register a minimum of seven (7) players and a maximum of twelve (12) players. Allowing for new registrations and de-registrations, teams are limited to fourteen (14) players.
- (c) Team Registrations must be accompanied by payment.
- (d) Refund of Fees will only be considered if a team withdraws prior to fixtures being set.
- (e) Team Descriptions:
- (f) The following Team Descriptions will apply. The Grading Committee will make a recommendation for adoption at the Annual General Meeting each year as to the structure of the grades and age groups to be used for the next proceeding year.
- i) **NETSETGO** players who are 6,7, 8 or 9 years of age by 31 December in the year of play.
  - ii) **AGE DIVISIONS**
    - a. **Year Division:** players who are 9 years of age by 31 December in the year of play. Players who are 8 years of age by 31 December in the year of play are eligible to play subject to recommendation by the relevant Club **and** approved by the KNA Grading Committee.
    - b. **Year Division:** players who are 10 years of age by 31 December in the year of play. Players who are 9 years of age by 31 December in the year of play are eligible to play subject to recommendation by the relevant Club.
    - f. **Year Division:** players who are 11 years of age by 31 December in the year of play. Players who are 10 years of age by 31 December in the year of play are eligible to play subject to recommendation by the relevant Club.
    - g. **Year Division:** players who are 12 years of age by 31 December in the year of play. Players who are 11 years of age by 31 December in the year of play are eligible to play subject to recommendation by the relevant Club.



- iii) **INTERMEDIATE DIVISIONS** – players who are 13 and 14 of age by 31 December in the year of play. Players who are 12 years of age by 31 December in the year of play are eligible to play subject to recommendation by the relevant Club.
  
  - iv) **CADET DIVISIONS** – players who are 15, 16 or 17 years of age by 31 December in the year of play. Players who are 14 years of age by 31 December in the year of play are eligible to play subject to recommendation by the relevant Club and approval by the Grading Committee.
  
  - v) **OPEN DIVISIONS** –
    - (1) Players who are 16 years of age and over by 31 December in the year of play are eligible to play in this Division.
    - (2) Players turning 15 years by 31 December in the year of play are to play in the Cadet Division.
    - (3) KNA 15 Year Representative teams may be considered to play in the Open Division, at the invitation of the grading committee or by team request and approval by the grading committee.
  
  - vi) **MASTERS DIVISION** – players who are 35 years of age and over by 31 December in the year of play.
    - c. Teams are numbered from the most senior team down through the age grades.
    - h. The signature sheet must be in the hands of the Association registrar on or before the completion of the team's first day of play.
- SEE 24 PENALTIES (ii)
- (g) All registered players must lodge a sample signature with the Association registrar by the end of their first competition day.
- SEE 24 PENALTIES (i)



## 11. INDIVIDUAL REGISTRATION

(a) Definition of a registered player:

A player will be deemed to be registered when:

- i) They appear on a team registration form or an individual registration signed by the appropriate club representative, and
- ii) A sample signature has been lodged with the Association, and
- iii) They have met the grading criteria established each year.

(b) Any new player to the Association who is under 18 years of age on 31 December for the playing competition in an age division must present proof of birth date for sighting by the Registrars. This proof can be any of the following:

- i) Birth certificate
- ii) Extract of Birth Certificate (computer printout)
- iii) Passport.

This proof of birth date must be sighted within one (1) month from their first competition day.

SEE 24 PENALTIES (ii)

(c) Any new player to the Association who is turning 35 years of age or over by 31 December in the year or play and to be registered in the Masters Division must present proof of birth date for sighting by the Registrar. This proof can be any of the following:

- i) Birth certificate
- ii) Extract of Birth Certificate (computer printout)
- iii) Passport
- iv) Drivers Licence.

This proof of birth date must be sighted within one (1) month from their first competition day.

SEE 24 PENALTIES (ii)

(d) Photocopies of Birth Certificates, Extracts of Birth Certificates, Passports and Drivers Licence will be accepted as proof of birth date if they are certified as correct by the Club Registrar, by signing and dating the copy, to signify they have seen the original.

(e) If circumstances exist whereby the specified proof of age cannot be produced, an appeal may be made in writing to the relevant Registrar of the Association.

(f) New players may be registered by a Club at any time during the competition and must complete a registration form to be lodged with the Association prior to taking the court.

SEE 24 PENALTIES (iii)

(g) For Winter Competition - Registration forms must be signed by the registrar, secretary or president of the Club.





- (h) For Spring Competition - Registration forms must be signed by the registrar, secretary, president, Spring Competition Convenor of the Club.
- (i) A player registered with any Club in any one competition, may not transfer to another Club, until the following season unless written clearance has been granted.
- (j) A player cannot be registered in a team younger than their age division unless permission is received from the Executive.

SEE 24 PENALTIES (iii)

- (k) Age players wishing to register in an age division/team up two (2) years or more above their age group as at 31 December in the year of play need the approval from the KNA Grading Committee.
- (l) Clubs are permitted to accept registrations for players turning six (6) years of age by 31 December in the year of play for NetSetGo.
- (m) Clubs are permitted to accept registrations for players turning seven (7) years of age or older by 31 December in the year of play.
- (n) Players de-registering may not re-register in the same competition, unless permission is received from the relevant KNA Registrar.

## 12. DE-REGISTRATION

- (a) A team may de-register a player at any time during the competition so long as there are seven (7) players remaining.
- (b) Confirmation in writing must be in the hands of the Registrar duly signed by the Club Secretary or Registrar. This may be done on the deregistration form provided.

## 13. PLAYERS

- (a) Junior players are those under the age of sixteen (16) years and are graded by age as at 31 December in the year of play. The eldest player denotes the age of the team.
- (b) No player shall play in a lower grade to that in which she/he is registered.

SEE 24 PENALTIES (iii)

- (c) Players can "play up" in a higher grade any number of times in circumstances where that team has 6 players (or less) available for a particular game (or part game). This is subject to the borrowing guidelines as set out each season.
- (d) No registered player of the team can be displaced by a borrowed player unless it is for the purpose of qualification for final series and indicated on the scoresheet. This is subject to the borrowing guidelines as set out each season. A player must play three (3) matches (or part thereof) to be eligible to play in the finals series.
- (e) A player must apply for approval from the Grading Convenor and Junior or Senior Registrar for transfer to a higher team if they wish to be a permanent member of that team and eligible for the Finals series. No player may play in more than one team in the Finals series.
- (f) All players must be registered before taking the court.

SEE 24 PENALTIES (iii)

- (g) Teams may make unlimited substitutions.
- (h) All players participating in games or part thereof, must sign the score sheet.

SEE 24 PENALTIES (i)



- (i) Any player may stand for selection for Association Representative Teams.

#### **14. UNIFORMS**

- (a) Clubs shall register the uniform to be worn by their teams. Such uniforms must have the approval of the Registrar and be ratified by Council.

#### **15. WINTER COMPETITION**

- (a) Competition matches between registered teams shall be controlled by the Council and shall be played in accordance with such regulations as shall be approved.
- (b) Grading matches may be held at the beginning of each competition on dates to be fixed by the Council. Each club shall grade their own teams and number them in order of standard. All teams, if required by Grading Convenor, shall be present at grading in registered uniform.
- (c) A team retaining five (5) players of that team from the previous competition shall be graded on the results of the same team from the previous playing season.
- (d) Competition Matches:
  - The fixtures shall be organised for at least two (2) rounds, plus:
    - i) Semi-finals, Finals and Grand finals for seven (7) and eight (8) team grades; and
    - ii) for six (6) and ten (10) team grades there will be the option of having a two week or three week Finals series.
- (e) Competition matches will be played as set down in the fixture book.
- (f) Competition matches will be of four (4) quarters and some junior teams will play four (4) quarters of shorter duration.
- (g) The duration of competition matches in the playing season will be consistent for Semi-finals, Finals and Grand Finals.
- (h) Teams will be eligible to play in the Semi-finals, Finals and Grand Finals after one (1) completed round has been played.
- (i) Players in the Winter competition, will be eligible to play in the Semi- finals, Finals and Grand Finals provided they have played three (3) games or part thereof with the qualifying team.
- (j) Teams with the highest point score after the last competition Winter will be the Minor Premiers. If there are teams on equal points, a count back of goals scored for and against will decide the result.
- (k) Minor premiers shall receive recognition by the Association in the event of not being in the Grand Final.
- (l) Any team that withdraws after the competition fixtures have been set, will not have their registration fee refunded.
- (m) Commencement of Competition Matches
  - (n) Play must commence at time set down for the commencement of the game: if a side has not five (5) players present a stay of five (5) minutes may be allowed then a forfeit is declared.
  - (o) When only five (5) players from one team are available to play, that team has the right to forfeit the match, provided that this is recorded on the score sheet and signed by both team captains and the umpires.
  - (p) If, at the end of five (5) minutes, neither team has arrived, the game should be declared a no game and no points shall be awarded to either side.



## 16. SEMI-FINALS, FINALS AND GRAND FINALS (WINTER AND SPRING COMPETITIONS)

The three (3) or four (4) teams with the highest point score after the last competition Winter will be eligible to play in the semi-finals, with the exception of the Spring Competition which may use a "first past the post" basis. If there are teams equal on points, a count back of goals scored for and against will decide their position. The finals format for the Winter Competition and for the Spring Competition is to be decided from the following formats (a), (b), (c) or (d) below.

- (a) Final series involving four (4) teams with the highest points score will be played over three (3) playing Days, until completed (Winter and Spring Competition):
  - i) First day – Semi-finals: (1 x 2) Major and (3 x 4) Minor. ii) Second day – Finals: Loser of Major v winner of Minor.
  - ii) Third day – Grand finals: Winner of Major v winner of Final.
- (b) Finals series involving three (3) teams with the highest points score may be played over two playing days until completed (six (6) team grades) (Winter and Spring Competition):
  - i) First day – Finals: (2 x 3)
  - ii) Second day – Grand Finals: Winner of Final v (1) Minor Premier.
- (c) Finals series will be played over two (2) playing days, until completed (Spring Competition only):
  - i) First day – Semi finals: (1 x 4) (A) and (2 x 3) (B).
  - ii) Second day – Grand Finals: Winner of (A) v winner of (B).
- (d) Results will be decided on a "first past the post" basis (Spring Competition only).
- (e) Games cancelled/interrupted due to unplayable conditions will be rescheduled.

## 17. SPRING COMPETITION

- (a) Clubs not affiliated with the Association may participate in the Spring Competition by invitation.
- (b) Spring competition is to be run on the same lines as Winter Competition, except for the following:
  - i) Spring competition may consist of the following sub-competitions:
    - a. Spring Ladies competition
    - b. Spring Mixed competition
    - c. Spring Junior competition
  - ii) Length of games
  - iii) Composition of Games
  - iv) Players must play at least two (2) games or part thereof in their registered team to be eligible for the Finals.
  - v) If a player qualifies for two (2) teams they must indicate in which team they intend to play.
  - vi) Players age restrictions will be as defined in the KNA Spring Competition rules.



## 18. UMPIRES

(a) Umpires must attend to their commitments.

SEE 25 FINES (ii)

(b) A Club must provide one (1) suitably qualified umpire for every competition team registered.

(c) Each club must supply stand-by umpires.

SEE 25 FINES (ii)

## 19. GROUND DUTY

Clubs are rostered throughout the competition for ground duty.

SEE 25 FINES (i)

## 20. SCORE SHEETS

(a) All registered participating players must sign the scoresheet before the end of their competition day.

SEE 24 PENALTIES (i)

(b) Scorers must be at least 15 years of age.

(c) The winning team is responsible for the return of the scoresheet to the official table.

(d) All scoresheets must be signed by Captains, Umpires, Scorers and Players and all details filled in.

(e) Any protest must be lodged in writing to the Association Secretary within forty- eight (48) hours of the match in question.

## 21. FORFEITS

(a) A club may advise in writing to the Association Secretary, at least one day prior to competition, of an impending team forfeit.

(b) The opposing club will be advised accordingly and need not attend to claim the forfeit, however, players signing on will be credited with having played this game.

(c) The Association's decision to abandon games will override any notification of forfeits.

(d) A team forfeiting for the first time is not fined but is penalised in accordance with CLAUSE 24(iv).

(e) A team forfeiting for the second time is fined and penalised in accordance with CLAUSE 24(iv) and 25 a) (iv).

(f) A team forfeiting for the third and subsequent times is fined and penalised in accordance with CLAUSE 24(iv) and 25 a) (v).



- (g) All teams involved in forfeits shall still provide an umpire as shown in fixtures for the day.
- (h) If both teams fail to arrive within 5 minutes of the commencement of a game it will be deemed a No Game.

SEE POINTS 23 a) vii)

## **22. WET WEATHER/UNPLAYABLE CONDITIONS**

- (a) Any decision regarding wet weather to be made by Wet Weather Committee.
- (b) At any time during the game a team has the right to forfeit if they do not wish to play because of weather conditions.
- (c) Prior to half time, both teams may agree to abandon a game if they do not wish to continue because of weather conditions, therefore resulting in an abandoned game.

## **23. POINTS**

- (a) Points shall be awarded in competition matches as follows:
  - i) 2 points for a win.
  - ii) 1 point for a draw.
  - iii) 0 points for a loss.
  - iv) 2 points for a win by forfeit.
  - v) 1 point for a bye.
  - vi) 1 point per team (excluding bye team) for an abandoned game.
  - vii) 0 points for a No Game.
- (b) Matches not commenced or abandoned prior to half time, because of wet weather, shall be considered an abandoned game.
  - i) If play ceases on or after half time, the result of the match will be taken on the score at the time of the match being stopped.
  - ii) A "No Game" is when both teams fail to arrive within five (5) minutes of the starting time of a game.

## **24. PENALTIES**

The following penalties may apply:

- i) Loss of one (1) point from aggregate score.
- ii) Loss of two (2) points from aggregate score.
- iii) Match points to be awarded to opposing team and all goals to stand. Losing team has two (2) points deducted from its aggregate score.
- iv) Any team forfeiting will receive zero goals and the opposing team shall be awarded 50% of the grade goal average, calculated up to and including the week of the forfeit.

In cases where penalties have not been specified within this Constitution or these By-laws the Executive shall have power to decide the penalty in keeping with the infringement.



## 25. FINES

- (a) Failure to comply:
  - i) Ground duty - \$50
  - ii) Umpiring duty - \$50
  - iii) Meeting attendance - \$50
  - iv) Forfeits - \$20 for second time.
  - v) Forfeits - \$50 for third and subsequent times.
- (b) Fines must be paid on or before the next day of play.
- (c) Clubs, teams or players who do not pay fines as directed by Council shall be declared non-financial members of the Association and be disqualified from all Associations in NSW until such fines are paid.

## 26. MISCELLANEOUS

- (a) All Association Officials should have knowledge of the Constitution and By-Laws.
  - i) The Code of Behaviour for all players is set out below:
    - a. Play by the rules.
    - b. Never argue with an official. If you disagree, have your captain, coach or manager approach the official during the break or after the competition:
    - c. Control your temper. Verbal abuse of officials or other players, deliberately distracting or provoking an opponent is not acceptable or permitted in any sport.
    - d. Work equally hard for yourself and/or for your team. Your team's performance will benefit, so will you.
    - e. Treat all players as you would like to be treated. Do not interfere with, bully or take unfair advantage of another player.
    - f. Co-operate with your coach, team mates and opponents. Without them there would be no competition.
    - g. Play for the "fun of it" and not just to please parents and coaches.
    - h. Avoid use of derogatory language based on gender.
- (b) The Association and all Clubs (as defined in the KNA Constitution) will observe all the guidelines set out in the KNA Sponsorship Guidelines and the KNA and Affiliated Club Sponsorship Guidelines as determined by the Executive Committee and any Sponsorship sub-committee (as approved under section 6 of the KNA By-laws) from time to time.