



Ariels VCNA – Ariels Victorian Churches Netball Association
(Now written as Ariels VCNA)

Policy Title:	Ariels VCNA General Information Booklet
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Updates to Policy

Update No:	Approval Date	Nature Of Amendment	Update Author
As At Jan 2014 #1		Updated for Approval	Janine Kilmartin Christina Puopolo
24/06/14		Update For Approval	Rod Begley Janine Kilmartin Fiona Whitbourn
7/8/2014		Amended wording Edit sentence structure	Janine Kilmartin Fiona Whitbourne
21/5/15	20/5/15	Updated Training policy and content	Nicole O'Hare
4/11/15		Updated Tournament policy & content	Executive Board
13/2/17		Updated logo's & policy	Executive Board
9/11/17		Updated logo's & policy	Executive board

ARIELS PHILOSOPHY

Our philosophy is to give as many players as possible the chance to play representative netball and develop to their highest potential, and to provide a pathway for elite athletes.

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Ariels VCNA

ARIELS PHILOSOPHY

Our philosophy is to give as many players as possible the chance to play representative netball and develop to their highest potential, and to provide a pathway for elite athletes.

We believe in a team 1st approach

ASSOCIATION CONTACT DETAILS

Postal Address: P.O. Box 6174,
Vermont South, Vic, 3133

ASSOCIATION WEBSITE & EMAIL ADDRESS

Website : www.arielsnetball.com.au
Email : ariels@ariels.com.au
Facebook : <http://www.facebook.com/ariels>

TRAINING & PLAYING VENUES

- Yarra Valley Grammar Sports Complex, Kalinda Road, Ringwood (Mel. 50: D1)
- Doncaster Secondary College – 123 Church Road, Doncaster (Mel: 33 G12)
- State Netball & Hockey Centre (SNHC) – Brens Drive, Parkville (Mel. 29: D 12)
- Waverley Netball Centre – Cnr Waverley Rd & Jells Rd, Glen Waverley (Mel. 72: K6)
- The Rings Stadium – Canterbury Rd, Ringwood (Mel. 63: F1)

2017 ASSOCIATION CONTACTS

President	Nicole O'Hare	president@ariels.com.au
Vice President	Karen Black	vicepresident@ariels.com.au
Coach Advisor		coachadvisor@ariels.com.au
Treasurer	Keisha Noble	treasurer@ariels.com.au
Registra	Karen Black	registra@ariels.com.au
Administration Officer	Rosie Poulton	ariels@ariels.com.au
VNL Primary Contact	Nicole O'Hare	vnl@ariels.com.au
Assistant Treasurer (for fees)	Keisha Noble	fees@ariels.com.au
Sponsorship	Keisha Noble	sponsorship@ariels.com.au
Tournament Coordinator	Anita Crawshaw	tournaments@ariels.com.au
Umpire Coordinator	Keisha Noble	umpires@ariels.com.au
Uniform Coordinator	Caron Marks	uniforms@ariels.com.au
Equipment Coordinator	Kristy Rebecca	equipment@ariels.com.au
Doncaster Manager	Keisha Noble	0466 615 177 ariels.iesc@gmail.com

2 GUIDELINES FOR PLAYERS

NOTE: In addition to the Selections Policy, all players in any activity held by or under the auspices of Ariels VCNA, must meet the following requirements in regard to your conduct during any such activity or event:

2.1 QUALIFICATIONS:

- All players must be currently registered Netball Victoria members & registered to Ariels in My Netball.

2.2 PLAYER COMMITMENT:

- Players are selected in a Representative Team for the complete calendar year.
- Player movement between teams may occur on the recommendation of the Head coach, Coach Advisor, Coaching Panel.
- Players must be available and punctual for all training sessions, matches and any other specified activities.
- Players must display commitment and positive attitude to all trainings and playing sessions.
- Players must wear appropriate footwear and full uniform to games, training and tournaments.
- Players should remember that they are representing the entire Ariels VCNA association and are expected to show good sportsmanship at all times, and show respect to coaches, team mates, officials and other participants.
- The team must remain a unit. All players must remain from the start of training / playing session to the end.
- Players not on court must remain on the bench with their coach and support the team.
- If due to unavoidable circumstances you cannot attend an event, the coach / manager must be notified at the earliest possible time.

2.3 COURT TIME:

- The allocation of player positions is up to the discretion of the Coach.
- Head Coach or Coach Advisor to be notified early of any implications that may arise
- **Weekly Game:**
 - All players from 13/U – Open will be given at least two quarters at each match, if they have meet training & track criteria.
- **Senior Teams:**
 - All players from 17U – Open level it is at the coach's sole discretion, as to how much court time is given.
- **Finals:**
 - All Players from 13/U – 15/U level will be given at least one quarter at the match, as long as they meet training requirements. Court time is at the coach's discretion.
- **Jets Program**
 - 17's, Junior & Sen Development as above (weekly games)
 - Open and VNL Squad team court time will be at the discretion of the coach, apart from the players coming back for court time from our VNL teams. With the recommendation to the coaches that they give the players at least half a game as much as possible.
- **Tournaments:**
 - Players from 11/U – 15/U level will be given as equal court time as possible.
 - Tournament fill ins – where possible the coach will ask the team below for a fill in, if all teams below are at the tournament they may pull from a higher team (within the same age group) with permission from the coach advisor.
- **Tournament Finals:**
 - Players from 13/U – Opens will be given at least half a game.

- Player fill ins
 - Fill ins – if a team has 7 or less available players they can bring a player/s into the team (see the player movement between teams). Coaches should only get fill ins to bring the team to 8 players (9 if not all players are fully fit to play). 17s & Open teams can go up to 9 if they don't have enough players for a particular position on the court, with approval from the Ariels Panel).
 - No fill in should receive more court time than a player from the team, unless the player has not met the training criteria.

a. **INJURIES / ILLNESS:**

- i. Notify your coach of any injuries you may have. Players must attend training sessions unless cleared by Coach.
- ii. Certificate of Clearance: A medical clearance must be provided to the coach for Injuries requiring medical / physiotherapy treatment before resuming play/training. This also applies where illness has caused an absence from team activities of two scheduled session or more.
- iii. Upon Medical Clearance given players must complete a full training session before taking part in a match, unless Coach Advisor's / Head Coach approval.

NOTE: It is the player's responsibility to obtain the required Medical Clearances at the players cost. It is the responsibility of the player or their guardian to record injuries that occur during a game on the back of the score sheet.

b. **FEES:**

The stipulated fees and charges must be received by the specified date, set by the Executive Committee.

- i. Non Refundable acceptance fee per season
- ii. Fees – Remaining Balance
 1. Autumn and Spring season fees are payable over 6 instalments. Payment plans are available if needed.
- iii. Unpaid Fees will incur limited or no court time until payment has been received
- iv. The Executive Committee has the option of replacing a player or restricting court time if these requirements are not fulfilled.
- v. Acceptance fee is payable via My Netball (follow the link on our website for Rep) Fees can be paid via Direct Credit, see you invoice for details.

NOTE : Court fees and training fees are charged to the Association regardless if players attend. There is no rebate of fees for any missed portion of the season (except in exceptional circumstances/injury).

c. **UNIFORMS:**

All team members must purchase the following compulsory parts of the uniform.

- i. ALine Dress
- ii. Training Singlet Top
- iii. Training shorts or leggings must be all black if they are not Ariels uniform
- iv. Socks (must be white if they are not Ariels socks – no black socks)
- v. **Optional Items:** can be purchased via Uniform Coordinator
- vi. Hoodie
- vii. Short
- viii. Leggings
- ix. Ariels VCNA or Ariels Jets Polo
- x. Back Pack

NOTE : It is compulsory that the correct uniform & appropriate footwear be worn at all training, games and tournaments throughout the season.

d. JUNIOR TEAM NUMBERS AND PLAYING ROSTERS

- i. Ariels selection policy is to select 10 players for the seasons' competition.
- ii. Please refer to Selection Policy available at www.arielsnetball.com.au

e. TRAINING ATTENDANCE

- i. Weekly court sessions are compulsory.
- ii. A maximum of two quarters and minimum of one quarter of court time can be allocated to a player following a missed training session. If a player misses a training session they will receive a maximum of two quarters.
- iii. In the case of repeated non-attendance, coaches are to advise the age group coach coordinator/coach advisor, with court time to be limited to one quarter or withdrawn until attendance improves. Special consideration maybe made for extenuating circumstances after discussion with the age group coach coordinator/coach advisor.

f. PLAYER ISSUES:

- i. If players have any issues or complaints they should be directed initially to the Coach, at an agreed time.
- ii. If the above action does not bring a resolution, the player should present their concerns in writing to the age group Coordinator/ Ariels Panel.

g. PLAYER MISCONDUCT:

- i. Please refer to Policy available at www.arielsnetball.com.au

h. SOCIAL MEDIA:

- i. Please refer to Policy available at www.arielsnetball.com.au

i. PLAYERS CODE OF BEHAVIOUR:

- i. Please refer to the Players code of behavior policy on our website www.arielsnetball.com.au

9 GUIDELINES FOR PARENTS

NOTE: In addition to Netball Victoria's Parents / Guardians Code of Behaviour, all Parents and/or Guardians in any activity held by or under the auspices Ariels VCNA, must meet the following requirements in regard to your conduct during any such activity or event:

a. **PARENTS CODE OF BEHAVIOUR:**

- i. If your child is interested, encourage them to participate in the appropriate netball activity. However, if your child is not willing to participate, do not force him or her. Remember, children are involved in organised activity for their enjoyment, not yours.
- ii. Focus upon your child's efforts and performance rather than the overall outcome of the event.
- iii. Teach your child that an honest effort is as important as victory, so that the result of each game is accepted without undue disappointment.
- iv. Encourage your child to always play according to the rules.
- v. Never ridicule or yell at a child for making a mistake or losing a game. Positive comments are motivational.
- vi. Remember that children learn best from example. Applaud good play by all players.
- vii. If you disagree with an umpire or coach raise the issue through the appropriate channels rather than question their judgment and honesty in public.
- viii. Support all efforts to remove verbal and physical abuse.
- ix. Recognize and respect the value and importance of volunteer administrators, coaches and umpires. They give up their time and resources to provide recreational activities for players and deserve your support.
- x. Be a model of good sports behavior for children to copy.
- xi. Be courteous in communication with administrators, coaches, players, umpires and other parents. Teach children to do likewise.
- xii. Support the use of age appropriate development activities and modified rules..
- xiii. Respect and adhere to the club Policy's

b. **PARENT/GUARDIAN MISCONDUCT:**

The following steps will be followed should there be a breach of the Spectator Code of Behavior by a parent/guardian:

- i. A warning letter will be sent to the parent/guardian identifying the breach and reinforcing the Associations Code of Behavior.
- ii. If a further breach occurs a meeting between the parent/guardian and Coach Coordinator will be arranged to mediate a satisfactory outcome at the next training or match.
- iii. A subsequent breach in the code will result in immediate suspension of the player for a time to be determined by a panel appointed by the committee, either short term, long term and possible non selection for the following year.

10 GUIDELINES FOR COACHES

NOTE: In addition to the Netball Victoria's Coaches Code's of Behavior, as a Coach in any activity held by or under the guidelines of Ariels VCNA , you must meet the following requirements in regard to your conduct during any Ariels VCNA activity or event:

Provide the committee with a copy of your working with children's card

a. QUALIFICATIONS:

- i. All coaches must be currently registered Netball Victoria members.
- ii. All coaches should hold a minimum Foundation Coaching Accreditation, or be working towards completion.
- iii. Netball Victoria requires all VNL coaches to hold an Intermediate Coaching Accreditation, or be working towards completion.
- iv. All coaches must hold a current Working with Children's Check – club must have a copy.
- v. Ariels will reimburse any coaching courses attended*, upon receipt being received by the treasurer. *The payment will be made at the commencement of the following year if the coach is still coaching with us.

b. COACHING SELECTIONS:

- i. Please see www.arielsnetball.com.au for Coaching Application & Information

c. PLAYER MOVEMENT BETWEEN TEAMS:

Please see Team Selection & Player Movement Policy

- Player movement between teams may occur throughout the year as game fill in's. Coaches are to request playing position required, and coaches should be given best player for that position.
 1. Eg: U15/2 requires GS – U15/3 gives best GS available
- When bringing lower graded players up for fill in please follow team flow & within Competition Rules:
 2. VNL players may fill in for Jets teams if approved by the Ariels Panel
 3. Jets Open → fill ins from any Jets teams, Ariels VCNA Open
 4. Jets Senior VNL Development → Jets Junior VNL Development → Jets U17/3
 5. Ariels VCNA U17/1 → U17/2 → U15/1 → U15/2 → U15/3 → U15/4 → U15/5
 6. Ariels VCNA U13/1 → U13/2 → U13/3 → U13/4 → U11 Squad

d. COURT TIME:

- i. The allocation of player positions is up to the discretion of the Coach.
- ii. Head Coach or Coach Advisor to be notified early of any implications that may arise
- iii. **Weekly Game:**
 1. All players from 13/U – Open will be given at least two quarters at each match, if they have meet training criteria.
- iv. **Finals:**
 1. All Players from 13/U – 17/U will be given at least one quarter at the match, as long as they meet training requirements. Court time is at the coach's discretion.
- v. **Senior Teams:**

1. All players from 17U – Open level it is at the coach’s sole discretion, as to how much court time is given.

vi. Jets Program

1. 17's, Junior & Sen Development as above (weekly games)
2. Open and VNL Squad team court time will be at the discretion of the coach, apart from the players coming back for court time from our VNL teams. With the recommendation to the coaches that they give the players at least half a game as much as possible.

vii. Player fill ins

1. Fill ins – if a team has 7 or less available players they can bring a player/s into the team (see the player movement between teams). Coaches should only get fill ins to bring the team to 8 players (9 if not all players are fully fit to play). 17s & Open teams can go up to 9 if they don't have enough players for a particular position on the court, with approval from the coach advisor).

viii. No fill in should receive more court time than a player from the team, unless the player has not met the training criteria.

ix. Tournaments:

1. Players from 11/U – 17/U will be given as equal court time as possible will be given.
2. Tournament fill ins – where possible the coach will ask the team below for a fill in (informing the age group co., if all teams below are at the tournament they may pull from a higher team (within the same age group) with permission from the coach advisor, emailing the parents from all teams involved to explain the situation prior to the tournament (or hold a parents meeting at the start of the day). Play your players in their correct position or positions you have pre discussed with them and their parents to look at for development.

x. Tournament Finals:

1. Players from 13/U – Opens will be given at least half a game.

e. INJURY / ILLNESS:

NOTE: It is the player’s responsibility to obtain the required Medical Clearances at the players cost. It is the responsibility of the *team manager* to record injuries that occur during a game on the back of the score sheet.

- Ensure first aid supplies are available and attend to any injuries during training and make certain that players are treated by a suitable qualified person.
- Record any injuries that may have occurred during training.

f. Certificate of Clearance:

- i. A medical clearance must be provided to the coach for Injuries requiring medical / physiotherapy treatment before resuming play/training. This also applies where illness has caused an absence from team activities of two scheduled session or more
- ii. Upon Medical Clearance given players must complete a full training session before taking part in a match, unless Coach Coordinator’s / Head Coach approval

g. UNIFORM:

- i. All coaches will be supplied with a Club Polo.

Optional Items will be offered at a reduced rate

- ii. Training Singlet
- iii. Shorts or Compression Pants
- iv. Training Socks
- v. Hoodie
- vi. Coat
- vii. Back Pack

h. COMPETITION RULES:

The coach must be aware of the Rules governing the competition in which his / her team is competing.

i. DISPUTES:

- i. If a coach believes disciplinary action is required for any player, it should be brought to the attention of the Coach advisor / Coach Coordinator for discussion.
- ii. The player must have the option to explain what happened before any disciplinary action can take place.
- iii. Coach Advisor may gain further assistance and advice from the Head Coach.
- iv. Coach Advisor and/or Head Coach will respond in an appropriate manor.

j. SOCIAL MEDIA:

- i. Please refer to Policy available at www.arielsnetball.com.au

k. OTHER:

- i. When attendance at training and/or games is not possible, they must arrange a suitable replacement and advise Coach Advisor.
- ii. *If the absence is extended beyond one session, the substitute must be approved by the Coach Advisor.*
- iii. The coach is required to keep an accurate record of:
 - 1. Player attendances at training,
 - 2. Game positions & court time allocation
 - 3. Injuries – Training & Game
- iv. Medical Records must be available for training, games and tournaments
- v. Liaise with the Team Manager to ensure the team is represented at every Coach and Team Manager meeting.
- vi. Notify Coach Advisor of any Team Functions (outside Ariels organized sessions), these must be approved by Coach Advisor.
- vii. MVP votes will be 3,2,1 by coach recorded on the voting cards for both seasons.

5 GUIDELINES FOR TEAM MANAGERS

NOTE: In addition to the Netball Victoria's Team Manager's Code of Behavior, as a Coach in any activity held by or under the guidelines of Ariels Victorian Churches Netball Association, you must meet the following requirements in regard to your conduct during any Ariels Victorian Churches Netball Association activity or event:

Provide the committee with a copy of your working with children's card

5.1 TRAINING:

- Assist with equipment, this may include keeping the kit bag between training and matches

5.2 MATCH / TOURNAMENT:

PREMATCH

- Obtain the starting line-up list from the coach and provide this in the required format to the scorers.
- Check that the scorer & / or umpires, if either are required are present.

DURING MATCHES

- Ensure that injured or unwell players are taken to suitably qualified people for treatment.
Record any injuries that occurred during a game on the back of the score sheet.

AFTER MATCHES

- Collect bibs / balls.
- Distribute notices etc.

5.3 FEES:

- Team managers are responsible for the collection of any money relevant to their teams.

5.4 UNIFORMS:

- Team managers are responsible for borrowed uniforms for Emergency players.
- Liaise with the Association Uniform Coordinator for borrowed uniform if required.

5.5 GENERAL:

- Pass on any player information changes to the Ariels Administrator.
- Organise a Team roster for scoring
- If the team is involved with fundraising, the Team Manager may coordinate or delegate the efforts of their team.
- Liaise with the Coach to ensure the team is represented at every Coaches and Team Managers meeting and pass on information as required.
- To ensure all players receive handouts, write each player's name on the top of each handout so it is easy to identify which players have not received the required information.
- Notify Coach Coordinator of any Team Functions (outside Ariels organized sessions), these must be approved by Coach Coordinator, Consent Forms will be supplied upon approval

NOTE: The above lists the support functions required for the team but the actual duties will be determined between the coach and team manager.

TEAM MANAGERS CODE OF BEHAVIOUR:

NOTE: In addition to the Netball Victoria's Team Manager's Code of Behavior, as a Team Manager in any activity held by or under the guidelines of Yarra Ariels VCNA , you must meet the following requirements in regard to your conduct during any Yarra Ariels VCNA activity or event:

- Remember that young people participate for pleasure and winning is only part of the fun.
- Never ridicule or yell at a young player for making a mistake or not coming first.
- Offer feedback to players on a weekly basis.
- Refrain from conduct which could be regarded as sexual or other harassment.
- Be reasonable in your demands on players' time, energy and enthusiasm.
- Operate within the rules and spirit of your sport and teach your players to do the same.
- Ensure that the time players spend with you is a positive experience. All people are deserving of equal attention and opportunities.
- Ensure that equipment and facilities meet safety standards and are appropriate to the age and ability of all players.

- Display control, respect and professionalism to all involved with the sport. This includes opponents, coaches, officials, administrators, the media, parents, and spectators. Encourage your players to do the same.
- Show concern and caution towards sick and injured players. Follow the advice of a physician when determining whether an injured player is ready to recommence training or competition.
- Obtain appropriate qualifications and keep up to date with the latest coaching practices and the principles of growth and development of young people.

Any physical contact with a person should be appropriate to the situation and necessary for the player's skill development.

- Respect the rights, dignity and worth of every person regardless of their gender, ability, cultural background or religion.
- Ensure correct Uniform is worn, including appropriate footwear.
- Document details of any team outing and email to Head Coach/Coach Coordinator for approval by Ariels Board
- Respect and adhere to the club Policy's
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POLICYS:

All Victorian Churches Netball Association Policies can be found online at www.arielsnetball.com.au

- Selections Players & Coaches
- Social Media & Cyber Safety
- Code Of Behaviours – All Codes
- Netball Victoria Codes of Behaviours (found on their website)